

## Child & Vulnerable Adult Protection Policy

1. The Winterbourne Medieval Barn Trust (WMBT) believes that it is unacceptable for anybody to suffer abuse of any kind. We particularly recognise our collective responsibility to safeguard the welfare of children, young people and vulnerable adults. We are therefore committed to policies and procedures that protect vulnerable adults and all young people under the age of 18.
2. We recognise that the welfare of children, young people and vulnerable adults is of overriding importance but that everyone (regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity) has the right to protection from all types of harm or abuse.
3. The **purpose** of the policy is to provide protection for children, young people and vulnerable adults who attend events or activities organised by WMBT. It applies to all members of WMBT and anyone volunteering on behalf of WMBT.
4. **The Policy:**
  - 4.1. We will seek to safeguard children, young people and vulnerable adults by the application of appropriate procedures.
  - 4.2. We are committed to reviewing our policy and procedures bi-annually and at other times as considered necessary.
  - 4.3. All members of WMBT and volunteers assisting at any of our activities at which children, young people or vulnerable adults are present should be made aware of the policy and procedures described in this document.
  - 4.4. Although the procedures described in this document relate mainly to children, Trustees, employees and volunteers acting on behalf of WMBT should use their discretion to apply them to vulnerable adults as appropriate.
  - 4.5. Any employee of WMBT or any volunteer assisting at any of our activities who witnesses any harm or abuse of any kind being caused to a child or vulnerable adult at any of our activities should report it immediately to the organiser(s) of the particular activity who will then report it to the appropriate authorities.
  - 4.6. Any concerns about the welfare of children, young people or vulnerable adults arising from any of WMBT's activities should be brought to the attention of the organiser(s) of the particular activity and discussed at the next WMBT Board Meeting.
5. **Procedures for Public Events:**
  - 5.1. WMBT does not organise activities or events specifically for unaccompanied children or vulnerable adults. All our events should be advertised as 'family' events with a note

that children under the age of 16 should only attend if accompanied by a responsible adult.

- 5.2. Members and volunteers assisting at events should not put themselves in a position where they are alone with children or vulnerable adults in secluded locations.
- 5.3. Members and volunteers acting as tour guides should ensure that tours are for family groups or adults, not solely for children (those under 18), except as indicated in paragraph 7. Tour guides should ensure that children in their groups are not left unattended nor allowed to enter parts of the complex on their own that could put them at risk of harm.

**6. Procedures for Conservation and other Working Parties:**

- 6.1. Unaccompanied children under 18 are not permitted to join groups carrying out conservation activities.
- 6.2. Accompanied children between the ages of 16 and 18 may join conservation or maintenance groups provided a responsible adult (18 or over) signs the attendance sheet to say that they are accountable for the children joining such groups.
- 6.3. The organiser of the activity is the initial contact point for any concerns about children or vulnerable adults joining clean-up or conservation activities.

**7. Procedures for School, Youth and Community Group Visits:**

- 7.1. WMBT will actively promote the use of the Barn for visits and activities by local schools, youth and community groups. Whilst employees and volunteers working for WMBT may assist at these events, the school teacher or group leader will be responsible for the well-being of the children at these events which should be run in accordance with the school or group's own policies.
- 7.2. The WMBT member of staff or volunteer accepting the booking should satisfy themselves that the organisation has in place adequate procedures for the protection of the participants and ask if the visit is likely to include any "regulated activity" requiring DBS checks.

**8. Investigation and Reporting**

- 8.1 Any allegation will be fully investigated and Winterbourne Medieval Barn Trust will support staff/volunteers during this process. It is important that allegations are thoroughly investigated through the safeguarding process so that allegations can be either proved or disproved for the protection of those at risk.
- 8.2 All allegations should be reported within one working day to the Chair of Winterbourne Medieval Barn Trust (Tel. 07793 698775)
- 8.3 Any allegation related volunteers working with Children and Young People and Adults must be reported to the South Gloucestershire Local Authority Designated Officer (LADO) on 01454 866000.