

Morwenstow Community Centre

Charity No: 287910

Safeguarding Policy

Thank you to Action with Communities in Rural England and to Community Action Suffolk for their support in creating this policy.

1. Purpose

Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.

This policy defines how Morwenstow Community Centre operates to safeguard children, young people, and adults at risk of abuse or neglect.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk, whether they are involved as visitors and/or as participants in all activities and events. We also have a duty to safeguard and support our trustees, committee members, volunteers, and staff.

2. Definitions

Children and young people are defined as those persons aged under 18 years old. This policy will apply to everyone using the Community Centre and will be used to support them. Safeguarding and promoting the welfare of children is defined as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes.

Adults at risk of abuse or neglect are defined as someone over 18 years old who:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect themselves against the abuse or neglect or the risk of it. If someone has care and support needs but is not currently receiving care or

support from a health or care service, they may still be an adult at risk. Their needs may be long-term or temporary.

There are many types of abuse that we need to be aware of. Most relate equally to children and adults at risk. They include:

- physical abuse
- emotional abuse
- neglect
- self neglect
- sexual abuse
- domestic abuse
- financial or material abuse
- discrimination relating to race, gender and gender identity, age, disability, sexual orientation, religion
- bullying, including cyber bullying
- historical abuse
- organisational / institutional abuse
- modern slavery
- child or adult sexual exploitation and trafficking
- female genital mutilation
- online abuse
- grooming
- radicalisation

3. Policy principles

There can be no excuses for not taking all reasonable action to protect children and adults at risk from abuse or neglect. All citizens of the United Kingdom have their rights enshrined within legislation

Morwenstow Community Centre has a zero-tolerance approach to abuse.

Morwenstow Community Centre recognises that it has a duty to care for and to protect children and adults who are at risk of abuse.

Morwenstow Community Centre is committed to promoting wellbeing, preventing harm and to responding effectively if concerns are raised.

Morwenstow Community Centre is aware of the work of their local Safeguarding Board/Partnership and other support organisations (see *below*) on the development and implementation of procedures for the protection of children and adults at risk. The policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

Morwenstow Community Centre Committee is committed to the following principles:

- The welfare of the child, young person or adult at risk is paramount.
- All children, young people and adults at risk have the right to protection from abuse.
- Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.
- Any safeguarding concerns override Data Protection laws.

4. Procedures

A. All trustees and officers of the committee will sign the Declaration of Acceptance of Office for trustees which includes a declaration that they have no convictions in relation to abuse

B. All members of the committee will familiarise themselves with safeguarding responsibilities, undertake training where appropriate on safeguarding issues including whistleblowing where it is available and offered by their local safeguarding board/partnership or other local support organisation and ensure that they understand the principles set out above.

C. All members of the committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.

D. No members of the committee, helpers or other volunteers will have unsupervised access to children or adults at risk unless appropriately vetted.

E. The committee will follow safe recruitment practices.

F. A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person, the Designated

Safeguarding Lead, will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.

G. Until the next annual review the Designated Safeguarding Lead is **Matthew Payne**.

H. All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with appropriately and as a matter of urgency. The appointed person will know who to contact and where to go for support and advice in relation to an allegation, a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children or adults at risk who has:

- Behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.
- Possibly committed a criminal offence against, or related to, a child or adult at risk; or
- Behaved towards a child (or children) or adult at risk in a way that indicates they may pose a risk of harm to children or adults at risk.

No information will be shared with anyone other than the Safeguarding Leads or the relevant authorities.

I. The hall committee will ensure that all hirers of the hall have signed a hiring agreement. This will require all hirers who wish to use the hall for activities which include children and adults at risk, other than for hire for private parties arranged for invited friends and family, to either produce a copy of their Safeguarding Policy and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) when requested to do so or, confirm that they have understood and will adhere to the hall's principles and procedures with regard to safeguarding.

J. The management committee will carry out an annual review of this policy.

5. Key contacts

Morwenstow Community Centre Designated Safeguarding Lead

Name: **Mr Matthew Payne**

Contact details: mattspayne@gmail.com 07976 570671

Anyone with any concerns may, of course, go directly to the agencies below:

The Police

In an emergency, phone: 999 Non-emergency, phone: 101

Our Local Safeguarding Board is Cornwall Council

Child protection and safeguarding

Multi Agency Referral Unit (MARU) on 0300 123 1116

<https://www.cornwall.gov.uk/health-and-social-care/childrens-services/child-protection-and-safeguarding/>

For immediate concerns during evenings and weekends contact **The Out of Hours Social Work Service** is for:

- children, young people or families experiencing immediate difficulties
- people who have an immediate concern for the safety of a child / young person.

You can contact us at: **01208 251300**

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The Multi Agency Referral Unit (MARU) provides a multi-disciplinary response to concerns about the welfare or safety of a child or young person. This is in line with Statutory Guidance from Our Safeguarding Children Partnership for Cornwall and the Isles of Scilly.

Safeguarding adults **on 0300 1234 131**

Everyone has the right to live their life free from violence, fear and abuse, but not everyone can protect themselves. If you are: an adult experiencing abuse or neglect or are concerned about an adult experiencing abuse or neglect telephone us on **0300 1234 131**. We will listen to what you have to say and will ask you questions to make sure we understand your concerns. You can also contact us out of hours on **01208 251300**.

<https://www.cornwall.gov.uk/health-and-social-care/adult-social-care/safeguarding-adults/>

For Children & Young people

Cornwall Multi-Agency Referral Unit (MARU): 0300 123 1116 –
Confidential number to call to discuss or raise any concerns

Devon Multi-Agency Safeguarding Hub (MASH): 0345 155 1071 –
Confidential number to call to discuss or raise any concerns

NSPCC Call the NSPCC helpline on 0808 800 5000 or email
help@NSPCC.org.uk

CHILDLINE Call Childline on 0800 1111 (24 hours a day, 7days a week)

For Vulnerable Adults:

National Domestic Violence Helpline

Freephone, 24 hours a day, for advice: 0808 2000 247
<http://www.nationaldahelpline.org.uk>

Useful resources

The **Charity Commission's** website offers guidance for trustees and management committees. https://assets.publishing.service.gov.uk/media/5bed869fed915d6a2bf94bfa/10_safeguarding_actions_for_charity_trustees_infographic.pdf

<https://www.gov.uk/guidance/safeguarding-for-charities-and-trustees> and
<https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees>

The [National Council for Voluntary Organisations \(NCVO\)](#) has very thorough guidance on all aspects of safeguarding for voluntary and community groups.

Action with Communities in Rural England (ACRE) <https://acre.org.uk/>
has a useful and easy to read information sheet <https://acre.org.uk/wp-content/uploads/Information-Sheet-5-Safeguarding-April-2021-Final.pdf>

For child safeguarding guidance, the [NSPCC](#) has a comprehensive range of guides and tools.

For safeguarding adults, the [Ann Craft Trust](#) has a comprehensive range of guides and tools.

[Safety Net](#) offers training and support around child safeguarding. They are based in Brighton.

DBS check application process for volunteers: <https://www.gov.uk/government/publications/disclosure-application-process-for-volunteers/disclosure-application-process-for-volunteers>

Reviewed July 2026

Record of any issues arising:

Morwenstow Community Centre

SAFEGUARDING CONCERN FORM

(Any person can complete this form)

PLEASE NOTE: If you are worried about contacting us and giving your details, please be assured that we will do what we can to support you or contact the Cornwall Council support groups and they will help and advise you.

Your details

Name:			
Role/Position (if applicable):			
Tel:			
E-mail:			
Date:		Time:	

Details of the person you are worried about

Name:			
Address:			
	Postcode:		
Tel:			
E-mail:			
Child or Adult:	Approximate age or date of birth if known:		
Role (if applicable):			

If the person you are worried about is a child or vulnerable adult, it would be helpful if you could give some details about their carer.

Parent/Guardian/Carer

Name:			
Address:			
	Postcode:		
Tel:			
E-mail:			

Please tell us what you are worried about, when this happened and where:

Could you tell us what action has already been taken (if any)?

Please let us know of any other information you think would be helpful for us to know:

Thank you for completing this form. Please send it to:-

Designated Safeguarding Lead - Mr Matthew Payne

Contact details: mattspayne@gmail.com [Mobile Tel 07976 570671](tel:07976570671)

PLEASE NOTE:

We may need to share the information you have provided with other agencies to help ensure the person you are referring and others are safe. If the information is passed on to the statutory authorities your name may be disclosed to the person you are referring.

Morwenstow Community Centre cares about your privacy, and your trust is important to us. Our Privacy Policy is available on our website: <https://morwenstowcommunitycentre.co.uk/>

