**Hydra Arts Safeguarding Policy**

**Policy Statement**

Hydra Arts abides by the duty of care to safeguard and promote the welfare of vulnerable adults and children and is committed to safeguarding practices that reflect statutory responsibilities, government guidance and complies with best practice requirements.

* We recognise the welfare of vulnerable adults and children is paramount in all the work we do and in all the decisions we take when working with communities.
* All people, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation has an equal right to protection from all types of harm or abuse
* Some people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues

**Purpose:**

Hydra Arts will:

* Protect children and vulnerable adults who engaged with Hydra Arts from harm.
* Provide contracted workers and employees with the overarching principles that guide our approach to safeguarding.

This policy applies to anyone working on behalf of Hydra Arts, including managers and the board of directors, paid staff, volunteers and participants. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisations work/projects.

**Definitions**

**The Children Act 1989 definition of a child is:** anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or is in hospital.

**Vulnerable Adult:**

* Anadult who has needs for care and support (whether or not the authority is meeting any of those needs),
* is experiencing, or is at risk of, abuse or neglect, and
* as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

**Child and Adult Abuse:** Children and adults may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives. There are 4 main categories of abuse, which are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

* Bullying and cyberbullying
* Child sexual exploitation
* Child Criminal exploitation
* Child trafficking
* Domestic abuse
* Female genital mutilation
* Grooming
* Historical abuse
* Online abuse

**Safeguarding** is understood to mean:

* protection from maltreatment.
* preventing impairment of individuals health or development.
* ensuring that individuals are working in contexts consistent with the provision of safe and effective care where appropriate.
* taking action to enable all individuals to have the best and safest experiences.

This policy has been partly drawn up on the basis of legislation, policy and guidance that seeks to protect children as defined by the nspcc. A summary of the key legislation is available from [nspcc.org.uk/learning](https://learning.nspcc.org.uk/).

**Training and Awareness:**

Hydra Arts will ensure an appropriate level of safeguarding training is available to its Trustees, Employees, Volunteers and any relevant persons linked to the organisation who requires it (e.g. contractors).

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:

* Understand what safeguarding is and their role in safeguarding children.
* Recognise a child or adult potentially in need of safeguarding and take action.
* Understand how to report a safeguarding Alert.
* Understand dignity and respect when working with children.
* Have knowledge of the Safeguarding Policy.

**Confidentiality and Information Sharing:**

Hydra Arts expects all employees, volunteers and directors to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child or adult is deemed to be at risk of harm or **contact the police if they are in immediate danger, or a crime has been committed**.

**Recording and Record Keeping:**

A written record must be kept about any concern regarding an adult or child with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

**Safe Recruitment & Selection:**

Hydra Arts is committed to safe employment and safe recruitment practices, that reduce the risk of harm to children and vulnerable adults from people unsuitable to work with them or have contact with them. Where appropriate Hydra Arts will require the provision of a PVG certificate for any contracted workers working with children or vulnerable adults.

**Digital Media/social media:**

It is unlawful to photograph children and young people without the explicit consent of the person with parental responsibilities, and such consent will be expressly obtained in the event of photography being required.

All employees and volunteers should be aware of the protection of any children and vulnerable adults in relation to the use of digital images and film being placed on social media. Where appropriate and if necessary images and film on social media/websites will be approved upon obtaining of consent for those concerned. And if it is in anyway a breach of an individuals safety to put images/film online, it will not happen and this will be communicated with any relevant personnel.

**Whistleblowing:**

It is important that people within Hydra Arts have the confidence to come forward to speak or act if they are unhappy with anything. Whistle blowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong- doing within their organisation. This includes concerns about another employee or volunteer. If there is a whistleblowing need, contact should be made to Lottie Barker, who is one of Hydra Arts board of directors. Contact details below. There is also a requirement by Hydra Arts to protect whistleblowers.

**Important Contacts:**

**Safeguarding Lead**Name: Peter McMaster  
Email address: contact@hydraarts.org  
Telephone number: 07738088311

**Whistleblowing Lead**

Lottie Barker (Director)

Email Address: lottie@clifftopprojects.co.uk

**Police**  
Emergency – 999  
Non-emergency – 101

Glasgow and Partners Social Work Emergency Service Out of Hours - [0300 343 1505](tel:0300%20343%201505)

Dumbarton Area adult at risk helpline - [01389 776499](tel:01389%20776499)

Child at risk helpline- 0141 562 8800

Childline 08001111

NSPCC helpline 0808 800 5000

**Reviewed Oct 23 PMc**