



Safeguarding Policy

Vulnerable adults

1. Policy Commitment:

Everyone especially vulnerable adults who access or who are involved in our services must:

- i. Be made aware of this policy.
- ii. Have alleged incidents recognised and taken seriously.
- iii. Receive fair and respectful treatment throughout.
- iv. Be involved in any process as appropriate.

Snow Buddies UK is an affiliated member of Snowsport England and is committed to their safeguarding standards and policies that apply to vulnerable adults who are involved in any of the services provided by Snow Buddies UK. We believe that all vulnerable adults have an equal right to protection from abuse and neglect regardless of their age, race, religion, ability, gender, language, background or sexual identity and consider their welfare is paramount.

Snow Buddies UK will take every reasonable step to ensure that all vulnerable adults are protected, where our staff, committee members, trustees, volunteers and students are involved in the delivery of our work. All suspicions and allegations of abuse and neglect will be taken seriously and investigations will be undertaken swiftly so that appropriate and required action is taken as soon as possible.

Snow Buddies UK enables all our staff, committee members, trustees, volunteers and helpers who work with us to make informed and confident decisions regarding safeguarding. We expect everyone (staff, committee members, trustees, volunteers and helpers) to have read, understood and adhere to this policy and related procedure.

2. Roles and Responsibilities:

Snow Buddies UK has a designated trained welfare officer who is responsible for Safeguarding; this is Jeff Whitworth and in his absence the role will be undertaken by all trustees present at the time.

For each trip abroad in his/her absence the role will be undertaken by the In Resort Manager and supported by trustees in resort at the time.

The role of the Designated Person is to assume overall responsibility for safeguarding across the organisation. It is not the role of the Designated Person or Snow Buddies to decide whether abuse has taken place or not. It is therefore vital that staff, committee members, trustees, volunteers and helpers raise all cases of suspected or alleged abuse in line with the procedures identified in this policy as there may already have been concerns expressed by other staff, committee members, trustees, volunteers or helpers and failure to report concerns may put vulnerable adults at risk. Details of concerns and actions taken should be shared with the board at the earliest convenience.

3. Reporting Incidents:

All allegations or suspicions must be treated seriously and reported to the Designated Person for safeguarding as soon as possible and logged accordingly.

The designated person for safeguarding will then devise an appropriate plan of action. The exact nature of the action taken will be determined by the individual circumstances, but it may include the involvement of external authorities, such as the Multi Agency Safeguarding Hub

Any allegation made against a Person in a Position of trust (group leader, volunteer, staff member) should be reported to the designated person for safeguarding immediately. The matter will be investigated and the appropriate action taken. The designated person for safeguarding should inform the Local Authority Designated Officer on 01926 743433 / lado@warwickshire.gcsx.co.uk who will advise of next steps.

If a disclosure of abuse is made by a group user, care should be taken to explain to them the procedure that will be followed and they should be told that it may not be possible for Snow Buddies UK to maintain confidentiality.

4. Good Practice.

All staff, committee members, trustees, volunteers and helpers working or volunteering directly with young people or vulnerable adults are:

- Familiar with the Safeguarding Policy and Procedure.
- Receive appropriate training and are provided with up to date and relevant information and guidance.
- Are provided with support appropriate with their responsibilities in relation to Safeguarding, and their requirement to maintain safe relationships.
- Are aware of role in respect of the disclosure or discovery of abuse, the procedure for doing so and report the disclosure or discovery of abuse to the Designated Person for Safeguarding.

5. Record Keeping:

- Any concerns will be recorded in writing and kept in a locked drawer to comply with data protection legislation.
- Records should only include contacts and referrals made including date, time, reason and referral agency. Snow Buddies UK will assist other relevant organisations, as far as it is able, during any investigation of abuse or neglect. This will include disclosing written and verbal information and evidence.

6. Contact Details. Emergency contact number

If a vulnerable adult is in immediate danger you should contact the police on 999 or 101.

Warwickshire contact numbers

For concerns for a young person, Warwickshire's MASH should be contacted on 01926 414144 during office hours. Contact should be made on 01926 886922 outside of normal office hours.

In the event of concerns for a vulnerable adult within Warwickshire, the matter should be reported to the Adult Social Care Team on 01926 412080.

7. Policy Review

Snow Buddies UK is committed to reviewing this policy and procedure annually, or earlier, if circumstances change.

Adopted: 01 Feb 2023

Next Policy Review Due: 01 Feb 2024

Jeff Whitworth