

Safeguarding Policy Naturewise Community Forest Garden CIC

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Date approved by directors	Claire Turner		
Signature of Director			

Mission Statement

Our mission is to improve quality of life by creating a community forest garden which will benefit both people and the environment.

Forest gardens are sustainable, edible and medicinal landscapes designed to work like the natural structures of forests with their tree, shrub and herb layers. It will provide a living model of sustainable practise: people meeting their needs in harmony with the environment. The forest garden will enable people to build closer community relationships, reduce social isolation, provide physical activity and access nutritious, locally grown food, educational opportunities in permaculture ethics and design, forest schooling, forest gardening and biodiversity.

Nurturing respectful livelihoods and building a resilient community.

Safe guarding

We are our committed to keeping people safe: volunteers, visitors, families and paid staff at Naturewise Community Forest Garden CIC. Safeguarding is the term we use to mean the work we do every day to keep people safe and to prevent incidents of harm, neglect and abuse from occurring. Safeguarding may lead to responding to an incident after it has happened. This may include reporting the incident, taking steps to help make the person feel safe again, and addressing the situation that allowed the abuse to take place.

Wales has one set of Wales Safeguarding Procedures for everyone working in contact with children, young people or adults who may be at risk. See appendix 1 for link.

We provide the 5acre garden and the main building for other groups to hire and use. In providing a safe space for others to hire we issue an agreement laying our expectation of them and their awareness and compliance to the site risk assessment. This is updated every 3 months or if any big change has occurred. Our work days are open to everyone in the community. For the purposes of the policies we will have in place our standards and practices clearly defined to be ready and aware of our role in safe guarding.

Who does this policy protect

This policy is designed to help protect children and young people aged under 18 and vulnerable adults from any form of unacceptable behaviour including sexual misbehaviour, physical acts, inappropriate remarks, suggestive gestures, pictures, other materials, or other forms of abuse such as physical violence or bullying.

A vulnerable adult is any adult (aged eighteen or over), who is unable to fully take care of, or protect, themselves. This may be due to disability, mental function, age, illness or traumatic circumstances. All adults, regardless of their history, can move in and out of vulnerability throughout their lifetime.

Everyone, regardless of age, ability, gender, race, religion, ethnic origin, social status or sexual orientation have the right to be protected from abuse. The rights, dignity and worth of all young people and people at risk should always be respected. All allegations will be taken seriously and responded to quickly.

Working with children

For any work we undertake with children for forest schooling and working with schools we invite a qualified forest school teacher with the enhanced DBS, required for working with children. We check their insurance and their own policies. When Forest schooling takes place at the garden only those working who have DBS and training.

In working with the local schools the children are always accompanied and supported by staff, alongside the forest school leader. If schools are visiting on our work day the teacher concerned would have been given a choice about this and a discussion would happen as to how to make sure all children were kept safe with the staff provided, amongst our volunteers undertaking work.

Volunteers would also be told to be aware of children on site during this day: in the choice of tasks, they undertook and make sure it was safe with children present. Volunteers are always managed by the volunteer coordinator whose job it is to oversee the work of all volunteers and their capacity, interest and safety.

Work days

Parents can attend work days and bring children with them. In this situation the parent is responsible for the care and protection of the child. The volunteer coordinator informs the parent of the risks of the site, and reminds them that they are primarily responsible for their child in relation to the site risks and the other adults. Children may interact with other volunteers and therefore all volunteers need to know how to safe guard children. No volunteer will be asked to look after another person's child or take them anywhere without the parent. Children will naturally relate to the adults onsite and this benefits everyone.

If children want to join in tasks, the volunteer coordinator will suggest to the parent and child the tasks that are appropriate to their age and capacity. They will also highlight any risks in using tools or doing a specific job. They will discuss this with the parent.

It is the volunteer coordinators job to intervene if they observe that the child is at risk in some way. They could discuss the ways a parent could reduce a risk while providing an activity the child wanted to engage in. If the volunteer coordinator thought the parent was consistently leaving the child with tools or in places in the garden that were risky, they would be asked to support their child if after this nothing improved, they may be asked to leave if they could not take care of their child and this posed a threat to the child's welfare or a risk to others on site. The volunteer coordinator would document their observation and report this to the appropriate body if it was deemed serious. There are places out of sight in the 5 acre garden and it is the responsibility of the parent to make sure the child is safe when out of sight of the open fields.

However, it is the job of everyone to act and report accordingly if they have witnessed any harm, violence, verbal abuse, neglect, mistreatment, bullying or inappropriate imagery. This also applies to adults who are deemed at risk.

Adults at risk

People may also bring members of their family who are vulnerable. A care provider may support a person deemed to be at risk. We would treat both as volunteers and find jobs appropriate to their abilities. We would be aware that all volunteers treat them with respect inclusivity, friendliness and encouragement. This is the culture we wish to create at the garden. We would if appropriate ask the carer or relative how to support the person in the garden. We would do this if we couldn't understand from speaking directly with them or from observing the needs of the person who is vulnerable to keep safe and be involved in away that they want. The volunteer coordinators would enquire if we observed that the person wasn't being supported appropriately, fairly or with respect. If we thought that there was a safe guarding issue with the person supporting the individual as risk we would pass our observations on. In the case of a support home with people with a learning difficulty we would contact the manager of the home.

On open days many people are in the garden together and we offer a welcome table where the public are told where facilities are and where they can get information about the day and what they need to be aware of regarding the site risks. We also reiterate that parents are responsible for their children.

Volunteers

Volunteer coordinators check in with volunteers as part of their role over the day. All volunteers have an induction at the start of their work with us and have choice at all times in what activities they undertake and what if anything they want to accomplish. We ask volunteers for their details in line with our data protection policy. It would be necessary for our volunteers to have a DBS check should they wish to work with children or vulnerable adults at the garden.

Volunteer Coordinators and DBS

Volunteer coordinators should have a standard DBS check as they are responsible for the welfare of the whole team. They need to consistently display high standards of personal behaviour and appearance and ensure behaviour, language, gestures etc are appropriate and above reproach. They set the culture of respect, patience, care, support at the garden community.

Officers

Our safe guarding officer is Claire Turner and our deputy is Raphaëlle Fieldhouse. We will have a statement concerning safe guarding and who the officers are. This will be easy to see for everyone and inform volunteers of our role and the procedure for reporting anything that concerns them at the garden. The officers will take training appropriate to the level of their responsibilities. Volunteers will be encouraged to watch these films. We will inform every volunteer of our policies and where they can find them, in an easy to see and reach place in our main building. We will give brief introduction to the topic to regular volunteers and what is required of us all and how we can keep people safe. It is our responsibility to act appropriately and fairly at all times.

SUSPECTED INCIDENTS OF ABUSE, NEGLECT OR OF HARM

If you suspect that someone may be being abused or neglected then come and report this to the safeguarding officer. Don't talk about it to anyone else. Report what you have observed. Volunteer coordinators/ safeguarding officer will write up what you have relayed. You will read over what they have written and this will then be reported to statutory services immediately.

It is not the responsibility of our organisation to investigate.
(See appendix about actions the safe guarding office could take)

Safer Recruitment

Both Volunteer coordinators need a DBS. Should we recruit someone to work specifically with children then we would ask them for their Enhanced DBS details to enable us to check their eligibility for such a role.

Responding to allegations against a person within the organisation

If we had received information that suggested that a member of staff, a volunteer or carer was acting in ways that were a safe guard concern for others, we would write up the information of the witness and keep this confidential. We would inform social services. We would inform the member of staff or volunteer of what our actions were. We would seek help. We would ask advice as to whether we would need to ask the person not to attend work or the garden as a volunteer until an investigation had been undertaken. We would not come to any judgement or act in discriminatory ways, we would remain courteous and professional and fair at all times.

Appendix

Appendix 1

The Procedures are freely available by app downloadable to a phone or tablet. **Wales Safeguarding Procedures** www.safeguarding.wales

Appendix 2

AWARENESS OF HARM AND ABUSE

What is abuse

“**Abuse**” means physical, sexual, psychological, emotional or financial abuse (and includes abuse taking place in any setting, whether in a private dwelling, an institution or any other place)

The following is a non-exhaustive list of examples for each of the categories of **abuse** and **neglect**:

- **Physical abuse** - hitting, slapping, over or misuse of medication, undue restraint, or inappropriate sanctions;
- **Emotional/psychological abuse** - threats of harm or abandonment, coercive control, humiliation, verbal or racial abuse, isolation or withdrawal from services or supportive networks, witnessing abuse of others
- **Sexual abuse** - forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening, including:
 - Physical contact, including penetrative or non-penetrative acts.
 - Non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways;
- **Financial abuse** - this category will be less prevalent for a child but indicators could be:
 - Not meeting their needs for care and support which are provided through direct payments.
 - Complaints that personal property is missing.
- Having money or other property stolen.
- Being defrauded.
- Being put under pressure in relation to money or other property.
- Having money or other property misused.

Neglect means a failure to meet a person’s basic physical, emotional, social or psychological needs, which is likely to result in an impairment of the person’s well-being (for example, an impairment of the person’s health or, in the case of a child, an impairment of the child’s development).

Appendix 3

The Social Services and Well-being (Wales) Act 2014

Mandates that individuals working with vulnerable groups, including children and adults at risk, undergo a Disclosure and Barring Service (DBS) check. This check, often an Enhanced DBS check, helps ensure the safety of vulnerable individuals by providing information on an individual's criminal history.

Key aspects of DBS checks in relation to the 2014 Act:

- **Purpose:**

To provide information about a person's criminal history to employers or relevant organizations, helping to prevent unsuitable people from working with vulnerable groups.

- **Requirement:**

The Act requires individuals in certain roles, particularly those working with vulnerable children and adults at risk, to have DBS checks.

- **Types of Checks:**

While Basic DBS checks are available to everyone, Standard and Enhanced checks, which reveal a broader range of criminal history, are often required for roles involving vulnerable groups.

- **Enhanced Checks:**

An Enhanced DBS check for a social worker, for example, would involve searching for unspent and spent convictions, cautions, reprimands, warnings, and any non-conviction information with relevant police forces.

For more information about DBS please go here: <https://www.gov.uk/government/organisations/disclosure-and-barring-service>

Appendix 4

SUSPECTED INCIDENTS OF ABUSE, NEGLECT OR OF HARM

If you suspect that someone may be being abused or neglected then come and report this to the volunteer coordinators straight away. Don't talk about it to anyone else. Report what you have observed. Volunteer coordinators will write up what you have relayed. You will read over what they have written and this will then be reported to statutory services immediately.

It is not the responsibility of our organisation to investigate. Please do not approach the perpetrator. If there is immediate danger then phone the police or ask someone else too.

To Report any Safeguarding concerns, Contact 01545 574000

The Wales Safeguarding Procedures is a guide that helps people understand what they need to do.

Please go here for more information: www.safeguarding.wales/int/i1/i1.p1

For further information contact

<https://thirdsectorsupport.wales/contact/>

There is some advice about health and safety policies here:

<https://wcva.cymru/resources/healthand-safety>

Safe Guarding Boards

They give advice about safeguarding issues.

For Carmarthenshire, Ceredigion, Pembrokeshire and Powys: Mid and West RSB Email: cysur@pembrokeshire.gov.uk (children) Email: CWMPAS@pembrokeshire.gov.uk (adults)



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naturewise
Community Forest Garden



Mewn Partneriaeth â
Llywodraeth Cymru
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