

# Safeguarding Policy

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The main areas of the Trust's work are

1. The Cornhill Training Course
2. Residential conferences
3. Day conferences

## Safeguarding children

### 1. The Cornhill Training Course

The minimum age for admission to the course is 18 (and, in practice, generally significantly older). The safeguarding of children on the course therefore does not arise.

### 2. Residential conferences

The minimum age for delegates is 18. We do not permit delegates to bring children.

### 3. Day conferences

The minimum age for attendance is 18. If delegates ask to bring children, we explain that for safeguarding and insurance reasons we cannot allow this.

## Safeguarding vulnerable adults: general

None of the activities the Trust runs by their nature routinely involve providing services (e.g. health or care services) to those generally or routinely considered vulnerable adults. However, we recognise that any adult may be vulnerable. Some of the factors that increase vulnerability include:

- a sensory or physical disability or impairment;
- a learning disability;
- a physical illness;
- mental ill health (including dementia), chronic or acute;
- an addiction to alcohol or drugs;
- the failing faculties in old age;
- a permanent or temporary reduction in physical, mental or emotional capacity brought about by life events, for example bereavement or previous abuse or trauma.

We also recognise that a particular situation may render any adult vulnerable, including the desire to please a lecturer, prominent figure, employer, church minister or other role model.

A person who might be considered vulnerable has the right to:

- be treated with respect and dignity;
- have their privacy respected;
- be able to lead as independent a life as possible;
- be able to choose how to lead their life;
- have the protection of the law;
- have their rights upheld regardless of their ethnicity, gender, sexuality, impairment or disability, age, religion or cultural background;
- be able to use their chosen language or method of communication;
- be heard.

## **Safeguarding vulnerable adults: activity-specific information**

### **1. The Cornhill Training Course**

During the application process, the Director reviewing the application will be watchful for signs of vulnerability. Each case will be treated individually as appropriate, in liaison with the church supervisor.

During the course all teaching staff are vigilant towards the needs of individual students. If a concern arises or we are made aware of a concern by a church supervisor, staff will be alerted as necessary, balancing the need for privacy and the need for awareness to ensure the individual is safeguarded. There is a formal complaints procedure on public display to all students should the need arise.

#### **The right to be heard**

At the end of the Cornhill year, each student is given the opportunity to offer feedback. This is not just on the course content, but explicitly includes the opportunity to comment on how they have been treated both by Proclamation Trust staff and at their church.

### **2. Conferences**

Staff running and speaking at conferences are vigilant to ensure the needs of vulnerable adults are met. Disabled delegates are routinely accommodated appropriately. If staff are aware in advance of delegates affected by any of the factors above other than a physical disability, an individual plan including risk assessment is made.

## **The right to be heard**

At the end of each conference, all delegates are given the opportunity to offer feedback on all aspects of their experience at a Proclamation Trust event.

## **Reporting**

The Proclamation Trust takes seriously the responsibility of caring for those who are connected with this charity. Therefore, if a case of abuse or another serious incident is reported, we will follow the guidance given by the Charity Commission to report to the police if the incident or concern involves criminal behaviour, and where necessary also referring to social services and reporting to other agencies. In case of a serious incident, a report will also be made to the Charity Commission.

If a matter of safeguarding related to the charity's work occurs, it should be reported to one of the following:

- The Business and Conference Manager (Kate Peters) – Designated Safeguarding Lead
- The Director of Women's Ministry (Carrie Sandom)
- The Chair of Trustees (Simon Pillar)