

Safeguarding Policy

1. Purpose

Holders Woods Conservation and the sub group Moor Green Litter Pickers are committed to ensuring that all members and volunteers are treated with respect and kept safe from harm. This policy outlines how we protect children and adults at risk.

2. Core Principles

- The welfare of the individual is paramount.
- Everyone, regardless of age, disability, gender, race, or sexual orientation, has the right to protection from abuse.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly.

3. Roles and Responsibilities

Designated Safeguarding Lead (DSL): is our Chair, Helen Harvey, who is our main point of contact for any concerns.

HELEN HARVEY. 07456498730

- **Volunteers/Members:** All group members are responsible for following this policy and reporting concerns to the DSL.

4. Code of Conduct

All volunteers and members must:

- Treat everyone with dignity and respect.
- Note that children and vulnerable adults must be accompanied by their parent/ guardian/ responsible adult at all times.
- Never use physical punishment or aggressive language.
- Report any concerns to the DSL immediately.
- Not attempt to investigate themselves.

5. Reporting Procedure

If you are concerned about someone's safety:

- 5.1 React:** Listen calmly if someone is disclosing abuse. Do not promise 100% confidentiality (explain you must tell the DSL).
2. **Record:** Write down exactly what was said or observed as soon as possible.
- 5.3 Report:** Inform the DSL immediately. If a person is in immediate danger, call the police (999).
- 5.4 Information** about the safety and welfare of an individual must be shared with the designated safeguarding lead. The designated safeguarding lead is

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- 5.4.1 The DSL will report to Birmingham Safeguarding Adult Board by following the procedures at <https://www.bsab.org/>
- 5.4.2 Concerns relating to a child or young person will be reported by the DSL to Birmingham Children's Trust following the procedures at https://www.birminghamchildrenstrust.co.uk/info/3/information_for_professionals/40/refer_a_child_who_you_re_concerned_about
- 5.4.3 Confidentiality will be maintained at all stages of the process. Information relating to the concern and management of such will be shared strictly on a need to know basis and will be kept secure at all times.

6. Review

- 6.1 Holders Woods Conservation Committee will review this policy every 2 years and present to the AGM for ratification.

Date of ratification (September 13th 2026)

Date of next review AGM 2028

