

## Safeguarding Vulnerable People Policy

Branston & District U3A recognises its responsibility to safeguard the welfare of members involved in our activities. This policy provides advice and good practice guidelines to be followed by all members.

Branston & District U3A follows the Third Age Trust governing body policy of providing equality of opportunity to all members and potential members, regardless of social standing, language, ethnicity, gender, orientation and educational background. All reasonable efforts will be made to facilitate membership for vulnerable people (as defined in the Home Office document “No Secrets” published March 2000) who wish to become members. If required, membership will be extended to carers not meeting Third Age criteria.

The principles of the Branston & District U3A Safeguarding Vulnerable People policy are:

- All participants, regardless of age, gender, disability, race, faith, culture, language or sexual identity have the right to protection from abuse or harm.
- All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately.
- Any such allegations or suspicions should be reported immediately in confidence to the group convenor or any Committee member for formal investigation under the Branston & District U3A disciplinary policy – **as outlined on page 2 of the Equality and Diversity Policy.**
- As a provider of activities for people no longer in full time employment, children are not normally involved in our activities. However, they may occasionally be present accompanying one of our members. In this case, the member must be with the child at all times and is responsible for the welfare of the child. In such circumstances this policy applies to the child as well as to any vulnerable adults. A child is any person under the age of 18.
- Branston & District U3A requires all its members to comply with the best practice guidance below. The following behaviours are not acceptable, will be treated seriously and may result in action being taken under the U3A disciplinary policy:
  - Working alone with a child, children or vulnerable adult.
  - Inappropriate use of alcohol, cigarettes or illegal drugs whilst responsible for children or for vulnerable adults.
  - Bullying or humiliating children or vulnerable adults.
  - Inappropriate or unnecessary physical contact with a child or vulnerable adult.
  - Having an intimate relationship with any child or vulnerable adult developed as a result of being in a position of trust.
  - Making malicious, insulting, abusive or sexually explicit comments or sharing sexually explicit material verbally, by email, on social media or by any other electronic means.

**Adopted by committee on 21 March 2017. Amended 19 June 2018**