



Safeguarding Policy and Procedure for Edinburgh U3A

The following policy is based on a template provided by the Third Age Trust.

Should you feel you have a safeguarding issue, then you can report it to our Safeguarding Officer as listed on your Membership Card.

Policy Statement

This Policy and Procedure is written to enable the Committee to act appropriately whenever possible or where instances, or allegations of, actual abuse or neglect comes to their attention.

Edinburgh U3A recognises that some people are potentially at risk of abuse.

Where abuse or neglect is suspected Edinburgh U3A will aim to respond to the situation in a way which is caring, effective and enabling.

Edinburgh U3A will neither condone nor tolerate any form of abuse and believes that all people should be able and, where necessary enabled, to participate in an environment which is safe.

In all situations, Edinburgh U3A believes that everyone is entitled to:

- privacy
- be treated with dignity and respect
- lead an independent life and to be enabled to do so
- choose how they live their lives
- the protection of the law
- have their human and civil rights upheld regardless of ethnic origin, gender orientation, sexuality, ability, disability, age, religious, lifestyle or cultural background.

It is not appropriate for Edinburgh U3A to take the lead role in any Safeguarding Enquiry under Section 42 of the Care Act 2014, but should refer this to Advice and Volunteer Manager in National Office who will contact the appropriate local authority.

Edinburgh U3A will monitor the implementation of this policy and procedure annually through its Executive Committee.

Procedure

1. Edinburgh U3A recognises that it has a responsibility to ensure that its committee and group leaders are aware of, accept and understand this policy.
2. Edinburgh U3A will support the alleged victims and the alleged perpetrators of any abuse as well as any volunteer who becomes aware of the abuse in so far as this does not compromise any Safeguarding Enquiry or investigation into the allegation or place other adults at risk.

3. While Edinburgh U3A will make every effort to respect the confidentiality of any information that is disclosed under this Policy and Procedure, this cannot be guaranteed. Information will be recorded and stored securely in accordance with GDPR 2018 but confidentiality is not absolute and information may have to be shared, on a 'need-to-know' basis only, to prevent:
 - Danger to a person's life
 - Danger to a person's health
 - Danger to others
 - Danger to the communityor to prevent or to facilitate the investigation of a serious crime.
4. This Policy and Procedure will be reviewed every 3 years from their date of adoption.