

Westerham U3A

Safeguarding Vulnerable People Policy

INTRODUCTION

Westerham U3A recognises its responsibility to safeguard the welfare of people involved in its activities. This policy provides good practice guidelines to be followed by all members.

Westerham U3A follows the Third Age Trust policy of providing equality of opportunity to all members and potential members, regardless of social standing, language, ethnicity, gender, orientation and educational background.

POLICY

All reasonable efforts will be made to facilitate membership for 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, who will be covered by the liability insurance provided by the Third Age Trust whilst in attendance. Even if we have members who are willing to help, it is recognised that Westerham U3A cannot allow them to take responsibility for another member's care as this could be deemed to be outside our insurance cover if any injury or damage resulted.

KEY PRINCIPLES

The key principles of the Westerham U3A Safeguarding Vulnerable People policy are:

- The welfare of the vulnerable person is paramount to any other considerations.
- 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 any Trustee for formal investigation under the **U3A complaints policy**.

As a provider of activities for people no longer in full time employment, children are not normally involved in U3A 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.

COMPLIANCE

Westerham U3A requires all its members to comply with the best practice contained in this policy.

UNACCEPTABLE BEHAVIOUR

The following behaviours are not acceptable, will be treated seriously and may result in action being taken by the Westerham U3A Committee.

- Working alone with a child, children or vulnerable adult.
- Consuming alcohol whilst responsible for children or for vulnerable adults.
- Bullying or humiliating vulnerable people.
- Inappropriate or unnecessary physical contact with a vulnerable person.
- Making sexually explicit comments or sharing sexually explicit material.

Approved by the Westerham U3A Committee September 2019