

**EDEN PROJECT
SAFEGUARDING POLICY,
PROCEDURES
AND GUIDELINES
Executive Summary**

If you see something, say something

Date 08/03/2017

Executive Summary

Introduction

Our Safeguarding Policy applies to children under 18 years old and vulnerable adults

Safeguarding is the responsibility of everyone at Eden to keep vulnerable people safe from harm, accidents and crime.

Child protection describes the actions taken to ensure children are safe from abuse and neglect.

A Vulnerable adult is, a person aged 18 years or over who may be unable to take care of themselves or protect themselves from harm or from being exploited:

Dealing with allegations from vulnerable people

Identifying abuse can be difficult

If you see something, say something: however small it may be

By taking a person seriously you are already protecting them, here are some guidelines:

- Stay calm.
- Don't over-react Listen,
- Hear and believe.
- Don't probe for more information.
- Give time to the person to say what they want.
- Reassure and explain that they have done the right thing in telling.
- Don't promise confidentiality or that everything will be OK (it might not).
- Do not judge or investigate.
- Act immediately.
- Record what was said in writing as soon as possible on the incident report form (Appendix A page 26).
- Report everything to the Designated Safeguarding Officer directly.
- Maintain confidentiality.

Dealing with allegations against staff

If you are dealing with an allegation against a member of staff, use the following procedures.

Record what has been said to you and complete the Incident Report Form (appendix to main policy). Stick to the facts and do not give your opinions. Inform the Designated Safeguarding Officer.

General Health and Safety for events

- Refer to our General Health and Safety for events policy page 6.
- A designated leader should be responsible for supervision, safety and behaviour of the group at all times.
- Ensure all activities are risk assessed and checked by Eden's Safety Officer. Refer to our Health and Safety policy, our Photography and media guidance and if appropriate our Loco Parentis guidance
- Ensure Site Managers, Schools team and Site Wide Live are notified about all activities involving young people and vulnerable adults.
- Leaders of groups should; brief other members of staff involved, carry a list of the children in their group, ensure that older children exploring in small groups should meet regularly.
- If any incident arises, follow on-site emergency procedures. Brief and involve the steward team who will assist with site-wide radio.
- If there are any medical incidents, contact the onsite paramedic and / or a trained first-aider.
- If possible all groups should be met, given an introduction to Eden which includes a health and safety briefing.

It is not safe practice to:

- Spend time alone with children away from others,.
- Take children and vulnerable adults alone on car journeys, however short.

If these situations are unavoidable, they should only occur with the full knowledge of the adult acting in loco parentis and your manager.

Main forms of abuse

If you witness anything that fits these descriptions report it!

Physical Abuse

Physical abuse involves causing physical harm to children or a vulnerable adult.

Emotional Abuse

Emotional abuse is the persistent emotional ill treatment of a vulnerable person such as to cause severe and persistent adverse effects on the persons emotional development.

Sexual Abuse

Sexual abuse involves forcing or enticing a vulnerable person to take part in sexual activities, whether or not that person is aware of, or consents to, what is happening.

Neglect

Neglect is the persistent failure to meet a person's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

Bullying

Bullying is not an accepted behaviour towards anyone at Eden Project. The abuser may be another young person. Bullying can occur anywhere where there is inadequate supervision.

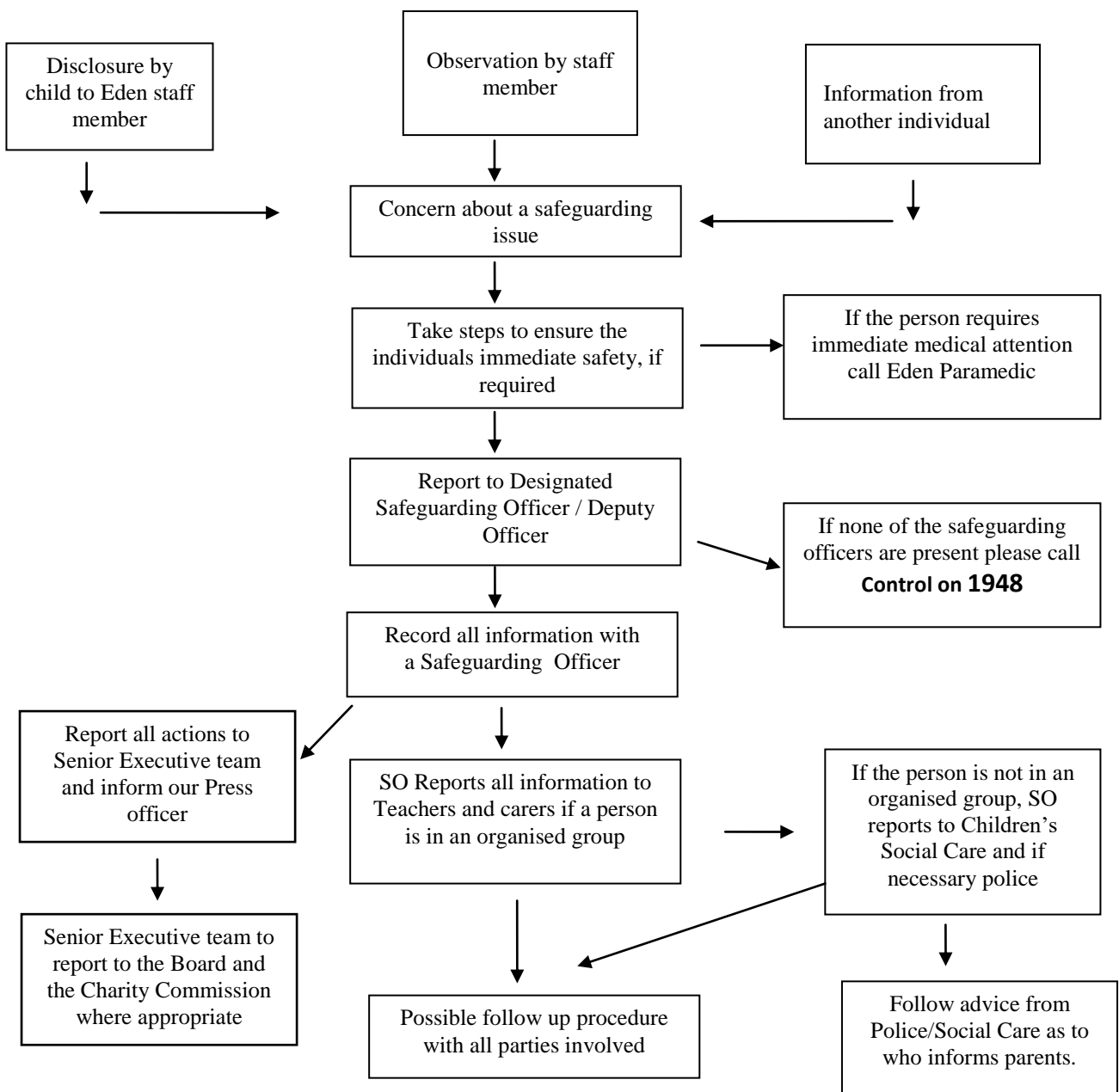
E safety

We will ensure that, as an organisation, we operate in line with our values and within the law in terms of how we use information technology.

If Eden has reasonable suspicions that criminal activity is or has taken place then more detailed monitoring will occur without notice to the individual concerned.

In line with Eden Project's Safeguarding Policy, the ICT team reserves the right to carry out routine checks on network storage and recall any mobile device that contains Eden Project.

Reporting concerns about a safeguarding issue



- If the concern involves a member of staff or child, follow procedure above and report to an Eden's Safeguarding Officer.
- If the concern involves a by a teacher/carers, follow procedure above and Eden Projects Safeguarding Officer will report to the Safeguarding Officer in school or group.

**If you have any concerns please contact us at the
Eden Project**

Tel. 01726 811911

**Eden Project,
Bodelva,
Cornwall,
PL24 2SG**