



Britain Yearly Meeting 2021: Safeguarding quick reference guide

Online Safeguarding Policy

This is a new policy which sets out our commitment to keeping everyone safe online. If you are participating in YMG 2021 as a Volunteer or staff-member, please read this policy and use it as a source of information and guidance. Find the document in the help section of the YMG pages at www.quaker.org.uk/ym/help

If you have a concern about abuse please go to

www.quaker.org.uk/our-organisation/safeguarding/concern-abuse

If you think someone is in immediate danger

Don't delay – call the police on 999, or (for under 18's only) you might also call NSPCC on 0808 800 5000

What to do if you have a concern or someone makes a disclosure to you:

If someone at YMG says something that gives you reason to believe that a child, young person or an adult at risk is being harmed or is at risk of harm – this is a disclosure. It may be that you are concerned about the wellbeing of a child, young person or adult at risk or that you are concerned about the behaviour of team members and/or staff.

In these situations, speak to one of the following 'Responsible Persons':

Adults:

Mark Mitchell email: safe@quaker.org.uk phone: 0207 663 1156

If urgent, please contact Naomi Major details below

Junior Yearly Meeting (15 to 18s):

Cat Waithaka email: catw@quaker.org.uk phone: 020 7663 1011

Young People's Programme (11 to 15s):

Jude Acton email: judea@quaker.org.uk phone: 020 7663 1160

Children & Families Programme (0 to 11s):

Naomi Major email: naomim@quaker.org.uk phone: 07849 804 103

If your concern relates to one of the individual named above you should contact Juliet Prager or Neil Jarvis, see important contacts on page 2.

Confidentiality guidelines

If an individual implies or says: "Can I tell you something in confidence/private/secret?" you must remind them that if what they say indicates that they or a child, young person or adult is being harmed or is at risk of harm then you have a duty to pass this information on. Never agree to keep secrets.

You can reassure them that the Safeguarding Officer and the event's Responsible Persons are the only people at the event who will know the details of what they tell you and that they will be kept informed of what is happening, unless doing so would put them at risk.

Your role and responsibilities

- Remember that there will be a jumble of difficult feelings that both of you will have. Remain calm.

- Be aware of your body language – what it communicates and how it is received.
- Remember their experience and feelings are the focus. This might mean reassuring them that they were right to tell you.
- Remain non-judgemental and do not investigate ie, do not ask leading questions or ask for details that you don't need to know.
- Show acceptance of what they say (no matter what you feel or think or what they say).
- Above all else listen, and keep listening until they have told you as much as they want to.

Your Action

If someone is in immediate danger, call the Police.

Communicate with one of the *Responsible Persons* about any concerns or questions. If you are not sure you should still talk to them. Do not share what has been said with anyone else.

Make notes of what you have been told, preferably within the hour. See the Safeguarding Procedures for more information.

Action by persons with responsibility for Safeguarding will:

- Talk with you, as the person that has received the disclosure.
- If necessary and practical, talk with the individual who has made the disclosure.
- Decide if there is an ongoing risk to the individual or someone else.
- Decide if there is a need for statutory involvement, and if so to inform the appropriate authorities.
- Provide adequate opportunity to you to debrief and talk about any support needed as a result of receiving a disclosure.
- Discuss the incident with BYM Safeguarding Officer.

Important contacts

BYM Safeguarding Officer

Mark Mitchell: please contact via email:
safe@quaker.org.uk or phone: 0207 663
1156

Police

Tel: 101 (non-emergency)
Tel: 999 (emergency)

Specialist safeguarding advice

Thirty-one Eight: 0303 003 1111 -
contracted to provide BYM with expert
advice (7am – midnight)

Other 24-hour helplines

NSPCC: 0808 800 5000
Childline: 0800 1111 (for children)
National Association for People Abused in
Childhood: 0808 801 0331
National Domestic Abuse Helpline: 0808
2000 247
Men's Advice Line: 0808 8010 327

Management Meeting safeguarding lead

Juliet Prager - 0207 663 1101
or Neil Jarvis – 0207 663 1192

See page 1 for the '*Responsible persons*' for safeguarding for each under 18 age group at YMG.

Contacting Social Services

For disclosures or incidents that do not require you to contact Police immediately, it will often be advisable to inform the Social Care department (adults or children) of the Local Authority where the incident took place or where the person lives. In the case of children NSPCC should be able to give these details, for adults, use Google to find the relevant contact details.