



## Trinity Safe Space DBS Policy and Statement

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<b>APPROVED BY:</b>	Trustees
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<b>REVIEWED:</b>	June 2023
<b>NEXT REVIEW:</b>	June 2024

Charity number: 1194939

Address: c/o Trinity Methodist/URC Church, Peelhouse Lane, Widnes, Cheshire. WA8 6TN



# Trinity Safe Space DBS Policy and Statement

## ORGANISATION DETAILS

Chair of Trustees	Pauline Ruth
Vice Chair of Trustees	Revd Gillian Younger
Senior Designated Safeguarding Person:	Revd Gillian Younger
Deputy Designated Safeguarding Person/s:	Yvonne Hedgecock
Policy Date:	February 2021
Policy Status:	Statutory
Policy Review Cycle:	Annual
Next Review Date:	February 2022

### 1.0 Introduction

- 1.1 Trinity Safe Space fully recognises its duty toward safeguarding and promoting the welfare of children under “Working Together to Safeguard Children. A guide to inter-agency working to safeguard and promote the welfare of children” April 2018
- 1.2 The Team Leaders/Trustees take seriously their responsibility under the same document to safeguard and promote the welfare of children; and to work together with other agencies to ensure adequate arrangements within our organisation to identify, assess, and support those children who are suffering, or likely to suffer, harm. The word “child/children” covers children and young people who have not yet reached their 18<sup>th</sup> birthday so will be used throughout this policy to mean this
- 1.3 The Care Act 2014 sets out a clear legal framework for how local authorities and other parts of the system should protect adults at risk of abuse or neglect – Trinity Safe Space recognises its duty to cooperate fully with the requirements of this act

## 2. Guidance

2.1 Government guidance advises on the need for a DBS check when working with children, young people and/or adults vulnerable to harm. according to the type of role someone is carrying out, the work environment, whether or not the person will be supervised constantly and the regularity of work. <http://www.gov.uk/find-out-dbs-check> So as to comply with this the exact jobs/roles will be checked out and a DBS check done if necessary

2.2 Some roles within Trinity Safe Space may need the person to have a basic safeguarding check for example, a teacher within the ESOL sessions who may only work with vulnerable adults for 2 hours a week, and is usually supervised/among other people

2.3 The volunteers in the ESOL sessions on a regular basis will be asked to have an enhanced check with barred list, if appropriate, as they are not supervised

2.4 The following publications will be consulted as well as the tool in 2.1 to guide the Team Leaders/Trustees on the necessity for DBS checks and the type needed

- Regulated Activity with Children in England *Disclosure and Barring Service*
- Regulated Activity with Adults in England *Disclosure and Barring Service*

## 3. Safer Recruitment

The Team Leaders/Trustees will ensure that the organisation operates safer recruitment procedures including:

- at least one member of every recruitment panel having completed approved Safer Recruitment training
- appropriate DBS checks completed for staff if necessary (including Barred List checks where appropriate) and volunteers
- appropriate checks made regarding staff whose duties fall within the Childcare (Disqualification) Regulation 2009
- the maintenance of an accurate Single Central Record

## 4. Allegations Management

As a result of an investigation either through the LADO process or via internal disciplinary procedures, if any member of staff/volunteer is found not suitable to work with children Trinity Safe Space will refer the individual to the Disclosure and Barring Service (DBS) for consideration for barring. This includes where the member of staff/volunteer resigns/leaves prior to conclusion of the investigation, the member of staff/volunteer is dismissed, or when the organisation ceases to use their service because of a substantiated allegation. Where appropriate, consideration will also be given to referral to the Disclosure and Barring Service for possible prohibition from working or volunteering with children, young people and/or vulnerable adults

This policy will be reviewed annually unless there is any change in Government guidance which necessitates changes.