



*Protecting Orkney's marine mammals through research and education*

## **Safeguarding Policy**

Implementation Date: February 2021

### **1. General statement**

- 1.1 Orkney Marine Mammal Research Initiative (OMMRI) recognises that all children have the right to be protected from abuse or neglect.
- 1.2 The purpose of this policy statement is to protect children and young people who receive OMMRI's services from harm. This includes the children of adults who receive our services.
- 1.2 This policy also provides employees and volunteers (team members), as well as children and young people and their families, with the overarching principles that guide our approach to child protection.
- 1.3 This policy applies to anyone working on behalf of OMMRI including managers, trustees, paid staff, volunteers, sessional workers, agency staff and interns.
- 1.4 This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in Scotland. A summary of key legislation is available from [www.nspcc.org.uk/learning](http://www.nspcc.org.uk/learning).

### **2. Supporting documents**

- 2.1 This policy statement should be read alongside other organisational policies, procedures and other related documents.

### **3. Policy statement**

We believe that:

- 3.1 children and young people should never experience abuse of any kind.
- 3.2 we have a responsibility to promote the welfare of all children and young people, to keep them safe and to operate in a way that protects them.

We recognise that:

- 3.3 the welfare of children is paramount in all the work we do. In all the decisions we take, all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation have an equal right to protection from all types of harm and abuse.
- 3.4 some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

3.5 working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

3.6 valuing, listening to and respecting them

3.7 appointing a child protection lead for people and young people, a deputy and a lead trustee for safeguarding

3.8 adopting child protection and safe guarding best practice through our policies and procedures

3.9 providing effective management for team members through supervision, support and training to ensure that all team members know about and follow our policies, procedures and behaviour codes confidently and competently.

3.10 recruiting and selecting employees and volunteers safely, ensuring all necessary checks are made.

3.11 recording, storing and using information professionally and securely, in line with data protection legislation and guidance

3.12 sharing information about safeguarding and good practice as appropriate

3.13 making sure that children, young people and their families know where to go for help if they have a concern.

3.14 using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know and involving children, young people, parents, families and carers appropriately.

3.15 creating and maintaining an anti-bullying environment and ensuring that we deal effectively with any bullying that does arise.

3.16 ensuring we have effective complaints and whistleblowing measures in place.

3.17 ensuring that we provide a safe physical environment for our children, young people and team members by applying health and safety measures in accordance with our policy and the law.

3.18 building a safeguarding culture where team members, children, young people and their families treat each other with respect and are comfortable about sharing concerns.

#### **4. Contact details**

4.1 Day to day responsibility for implementing the policy is delegated to individuals as shown below:

##### **Trustee lead for safeguarding and child protection / Nominated child protection lead**

Name: Karen Hetherington

Email: [chair@ommri.org](mailto:chair@ommri.org)

##### **Deputy child protection lead**

Name: Imogen Sawyer

Email: [secretary@ommri.org](mailto:secretary@ommri.org)

4.2 The following relevant contact details are also provided to ensure they are widely known:

NSPCC Helpline	0808 800 5000
Orkney Social Work Services	01856 873 535
Out of hours Social Work Services	01856 888 000
Kirkwall Police Station	01856 872 241

## 5. **Review of the policy**

5.1 It will be the responsibility of the board of Trustees to review this policy to ensure that it is in accordance with all other policies.

5.2 This policy will be reviewed by the board of Trustees 12 months after implementation and then routinely every three years. Interim reviews may be carried out if a need is identified.

Review date:

Next review date:

Signed:

Position:

Date: