NMCG Safeguarding Policy

The New Milton Community Garden (NMCG) is open to all and provides a valuable resource for the local community. It has a duty of care and is committed to the protection and safety of everyone who enters the site and uses the facilities as visitors or as participants in activities or events. The NMCG has a duty to safeguard and support trustees, volunteers and contractors to ensure that children, young people and adults are not at risk of abuse, bullying or neglect. The trustees of the NMCG recognise that safeguarding children and vulnerable adults is vital to their safety and wellbeing and that as charity trustees they have a duty of care towards them. Some members of the NMCG team are DBS checked.

The NMCG does not employ paid staff but it does have volunteers and the trustees themselves. Their responsibilities are to ensure the health and safety of the environment and to manage the garden in line with its charitable objectives and policy as guided by the Charity Commission. At no time are volunteers, including the trustees, permitted to take sole or unsupervised responsibility for the care of children or adults who are visiting or attending events at the Community Garden. All children must be accompanied by a parent, guardian, carer or school teacher. All vulnerable adults must be accompanied by a carer or guardian.

Children and young people are defined as persons under 18 years old, with responsibilities for this group as laid out in the Children's Acts 1989 & 2004. Adults at risk of abuse or neglect refers to persons over 18 years, defined by Section 42 of Care Act 2004 as having care and support needs. Abuse is defined as any behaviour towards a person that deliberately or unknowingly violates the right of the person to enjoy life assured of safety, dignity, and respect without fear of intimidation or harm and wherever possible, independently.

The NMCG is committed to promoting wellbeing and preventing harm and will ensure any concerns raised regarding children and vulnerable adults are responded to effectively, following established safeguarding principles and procedures. The NMCG trustees are committed to following the guidance of the Charities Commission on safeguarding and protecting people by way of an adequate safeguarding policy, ensuring policy and procedures are monitored and reviewed annually and whenever there is serious cause for concern that the relevant authorities are notified.

The trustees will also ensure that everyone involved with the NMCG is provided with information enabling them to recognise, report and record a safeguarding concern.

The Safeguarding Code of Good Practice:

- Do not spend time alone, out of sight or hearing of others with a child or vulnerable adult
- Do not take a child or vulnerable adult to the toilet or administer personal care, unless instructed to do so by a carer or group leader
- Do not take a child, young person or vulnerable adult on a car journey or to their home without the knowledge or consent of a parent, carer, manager or group leader
- Do not take photographs, videos or other images of a child or vulnerable adult without the express permission of their parent, guardian or carer
- Do not use a raised, irritable or aggressive tone of voice
- Do not engage in physical contact or inappropriate touching that may be construed as sexually provocative or abusive
- Do not communicate verbally or non-verbally in a sexually suggestive way, even as a joke
- Do not allow over familiar or sexually suggestive behaviour or language made by a child, young person or adult to go unchallenged or unrecorded
- Do not share personal information with anyone other than the activity manager or leader or NMCG trustee

If safeguarding concerns arise then listen, observe, record and report on the incident or issue which is of concern to the NMCG trustees by email at communitygardentrustees@gmail.com or via the NMCG Emergency Contact Number 07526 488589.

The trustees have the responsibility to ensure allegations are referred to the appropriate Hampshire Safeguarding Service as soon as possible.

Hampshire Children's Services - Telephone 0300 555 1384,

Hampshire Adults Services - Telephone 0300 555 1386.