The Wavertree Society

Safeguarding Policy

Approved by: The Committee of The Wavertree Society
Date Approved: 10.09.2026
Review Date: 10.09.2027

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1. Policy Statement

The Wavertree Society is committed to creating a safe, inclusive and welcoming environment for all participants in its activities.

The Society recognises its responsibility to safeguard and promote the welfare of children, young people and adults at risk who may come into contact with the organisation through talks, meetings, visits, walks, events and other activities.

While the Society's activities are primarily intended for adults and are not targeted at children or vulnerable adults, we are committed to taking reasonable and proportionate steps to protect any child, young person or adult at risk who participates in, attends or is otherwise involved with our activities.

The Society believes that everyone has the right to be protected from abuse, neglect, exploitation and harm, regardless of age, disability, gender, race, religion, sexual orientation or background.

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2. Scope

This policy applies to:

- Committee members.
- Volunteers.
- Members.
- Speakers and activity leaders acting on behalf of the Society.
- Anyone representing the Society at events or activities.

The policy covers all Society activities, including:

- Public lectures and talks.
- Heritage and civic visits.
- Guided walks.

- Community events.
- Meetings.
- Online events and communications.

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3. Key Principles

The Wavertree Society will:

- Treat all people with dignity and respect.
- Promote an environment free from discrimination, bullying, harassment and abuse.
- Take any safeguarding concerns seriously.
- Respond appropriately to concerns or disclosures.
- Report concerns to appropriate authorities where necessary.
- Work within the limits of the Society's role and responsibilities.

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4. Definitions

Child

A child is anyone under the age of 18.

Adult at Risk

An adult at risk is a person aged 18 or over who may need care and support and who may be unable to protect themselves from abuse, neglect or exploitation because of their circumstances.

Abuse

Abuse may include:

- Physical abuse.
- Emotional or psychological abuse.
- Sexual abuse.
- Financial abuse.
- Neglect.
- Discriminatory abuse.

- Domestic abuse.
- Coercive or controlling behaviour.

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5. Responsibilities

Committee

The Committee have overall responsibility for safeguarding and will:

- Ensure a safeguarding policy is maintained and reviewed.
- Promote awareness of safeguarding responsibilities.
- Ensure concerns are dealt with appropriately.
- Nominate a Safeguarding Lead.

Safeguarding Lead

The Society shall appoint a named Safeguarding Lead who will:

- Act as the first point of contact for safeguarding concerns.
- Maintain confidential records of concerns.
- Seek advice where necessary.
- Refer serious concerns to relevant authorities when appropriate.

Safeguarding Lead: [Name]
Contact Details: [Email / Telephone]

Volunteers and Representatives

Anyone acting on behalf of the Society must:

- Treat all participants respectfully.
- Remain alert to safeguarding concerns.
- Report concerns promptly.
- Follow this policy and any related procedures.

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6. Good Practice

Individuals representing the Society should:

- Act professionally and respectfully.

- Avoid being alone with a child or vulnerable adult where possible.
- Ensure activities take place in public or openly accessible settings.
- Maintain appropriate boundaries.
- Obtain consent before taking photographs where required.
- Respect privacy and confidentiality.

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7. Activities Involving Children

The Society does not normally provide activities specifically for children and does not provide childcare.

Children attending Society events should normally:

- Be accompanied by a parent, guardian or other responsible adult.
- Remain under the supervision of that responsible adult throughout the event.

Society volunteers and Committee are not responsible for supervising children unless specifically agreed in advance as part of a planned activity.

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8. Photography and Social Media

The Society may occasionally use photographs to promote its activities.

When taking or publishing photographs:

- Care will be taken not to identify children unnecessarily.
- Images will be used respectfully and appropriately.
- Requests from individuals not to be photographed will be respected whenever reasonably practicable.
- Any concerns regarding the use of images should be reported to the Safeguarding Lead.

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9. Responding to Safeguarding Concerns

If someone becomes aware of a safeguarding concern, they should:

1. Remain calm and listen carefully.
2. Take the concern seriously.

3. Avoid making promises of confidentiality.
4. Record the facts as accurately as possible.
5. Report the concern immediately to the Safeguarding Lead.

Where there is an immediate risk of serious harm:

- Contact emergency services by calling 999.
- Take reasonable steps to ensure the person's immediate safety.

The Society will not investigate allegations itself but will refer concerns to appropriate statutory agencies where necessary.

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10. Confidentiality

Safeguarding information will be handled sensitively and shared only with individuals who need to know in order to protect a child or adult at risk or to comply with legal obligations.

Records will be kept securely and in accordance with data protection requirements.

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11. Recruitment of Volunteers

Where volunteers have regular, direct and unsupervised responsibility for children or adults at risk, the Society will consider whether additional safeguarding measures are necessary, including references, training or Disclosure and Barring Service (DBS) checks.

For most Society activities, such checks are unlikely to be required because activities are generally open, public and not targeted at vulnerable groups.

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12. Reporting Concerns

Safeguarding concerns should be reported to:

Safeguarding Lead: [Name]
Email: [Email Address]
Telephone: [Number]

If the concern relates to the Safeguarding Lead, it should be reported directly to the Chair of Committee.

Chair of Committee: Robert Zatz
Email: [Email Address]

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13. Policy Review

This policy will be reviewed annually by the Committee or sooner if:

- There is a significant change in the Society's activities.
- Legislation or guidance changes.
- A safeguarding incident highlights the need for review.

Signed: ___Robert Zatz_____

Position: Chair of Committee

Date: _____10.09.2026_____

The Wavertree Society is committed to ensuring that all participants can enjoy its activities in a safe, respectful and inclusive environment.