



# Safeguarding Policy

## **Manx Lottery Trust Safeguarding Policy**

### **Policy statement**

The Manx Lottery Trust helps the Island Community and its people to thrive.

All Children and Adults at Risk have a right to protection and freedom from abuse or exploitation, regardless of age, disability, gender, racial heritage or racial culture, religious belief, sexual orientation, economic status or otherwise.

### **Who this policy applies to**

This policy sets out the Trust's position and guidance on safeguarding and protecting Children and Adults at risk. It applies to all our grant holders and will be required of our grant applicants as well as grant holders.

Our terms and conditions of grant make it clear that grant holders agree to the grant holder requirements set out in this policy.

This policy relates to any concerns or incidents of abuse that arise as a result of a breach of a grant holders' safeguarding and protection obligations as set out in this document.

### **What the policy covers**

#### **The policy explains:**

1. The meaning of terms used in this policy
2. What we require of all grant holders who work directly with Children and Adults at Risk
3. Additional expectations on those grant holders who work directly with Children and Adults at Risk
4. What your Safeguarding and Protection policy and procedure should include, as a minimum
5. That the Trust will work with you to maintain a focus on your approach to safeguarding and protecting Children and Adults at Risk
6. When you should report a concern or issue to the Trust, the timeframe for reporting a potentially serious concern or disclosure and how we will deal with any report you make to the Trust

## What we require of grant holders in terms of safeguarding and protecting Children and Adults at Risk

### We require all grant holders to:

1. Have their own tailored policy for safeguarding and protecting Children and Adults at risk which is proportionate and relevant to their organisation's activities and has been agreed by their Trustees or other governing body. This policy must be reviewed regularly, and staff and Trustees must be trained on its contents
2. Ensure that all third parties appointed by them to perform any part of the grant activity where working with Children and Adults at Risk have their own, appropriate safeguarding and protection policies and procedure sin place
3. Recognise that when they sign a Grant Agreement with Manx Lottery Trust, this includes agreeing to fulfil the expectations of grant holders set out in this policy
4. Work collaboratively with their Grants Officer where there potentially serious concerns or disclosures about the safe-guarding or protection of any Child or Adult at Risk
5. Take a common-sense approach to safeguarding and protecting Children and Adults at Risk

For more information about safeguarding in the Isle of Man please use the following link:

<https://www.gov.im/categories/caring-and-support/safeguarding/>

It is an essential duty for Trustees or other governing body to take reasonable steps to safeguard beneficiaries and to protect them from abuse. We therefore expect all grant holders to have a safeguarding policy and procedures proportionate to its activities.

**To enable a safe and protective culture in your organisation, you (the grant holder) commit to:**



environment for all Children and Adults at Risk we support. This could include guidance on taking Children and Adults at Risk away on trips, consents required, the ratio of adults to Children and Adults at Risk, transport safety and emergency procedures and guidance on Children and Adults at Risk who require medication.

**What your Safeguarding and Protection policy and procedures should include, as a minimum:**

- A statement outlining your organisation's commitment to safeguarding and protecting Children and Adults at Risk
- Specific safeguarding and protection risk areas for your organisation and how you address them
- Who is responsible for safeguarding and protection
- How to report concerns and disclosures
- What happens if someone does not uphold your policy or procedures
- How to protect whistle-blowers or others who raise a concern about your organisation
- How often the policy and procedures will be reviewed and kept up to date
- Links to your related policies and processes

**As part of your policy, you will have a Code of Conduct for people in your organisation that includes:**

- Your expectations of their interactions with any Children or Adults at Risk supported by your organisation
- Your expectations regarding any online contact with Children and Adults at risk including on social media sites such as Facebook, including best practice
- Reporting all concerns and disclosures (including any historic unreported concern or disclosure)
- Promoting the safety and welfare of Children and Adults at Risk at all times.

**Transparency**

Your policy and procedures should be publicly available and proactively promoted to provide reassurance and enable the Children and Adults at Risk

People at Manx Lottery Trust do not have the specialist expertise to advise you on your safeguarding and protection policies and procedures as these must be tailored to fit the activities of your own organisation.

If you require advice, we recommend that you review the guides for organisations produced by:

- IOM Government at: <https://www.gov.im/categories/caring-and-support/safeguarding/>
- The NSPCC at: <https://learning.nspcc.org.uk/safeguarding-child-protection/>
- Guidance on safeguarding Adults at Risk by Social Care Institute for Excellence at: <https://www.scie.org.uk/safeguarding/adults>
- Disclosure checks for England, Wales, the Channel islands and the Isle of Man at: <https://www.gov.uk/government/organisations/disclosure-and-barring-service/about>
- NCVO Safeguarding Resources at: <https://knowhow.ncvo.org.uk/safeguarding/>

MLT/14<sup>th</sup> February 2020