



Swansea Asylum Seekers Support

Registered Charity: 1175186

Web: www.sass.wales

Email: vol.sbassg@gmail.com

SASS - Safeguarding Policy

I. SCOPE OF POLICY

This policy summarises our principles and procedures relating to safeguarding children and adults. It provides references to the relevant policies and guidelines. These are publicly available on our website.

Our definition of “safeguarding” is a wide one, including:

- Protection from physical and emotional harm, abuse or neglect
- Regard for overall physical and emotional well-being

The policy considers the safety and well-being of everyone in our charity, whatever their age, gender, sexuality or national origin. It covers those who use our services, staff members, or volunteers (both asylum seeker volunteers and “local” volunteers).

Although Asylum seekers may be vulnerable due to the trauma they have experienced, and the stress they are under because of the challenges of the asylum system, they are not regarded as vulnerable adults in the sense required for DBS checks. We do however require DBS checks for those who have significant contact with children and young people, although their parents and carers are on the premises. This relates to staff and volunteers involved in the Welcome to Play project.

II. PRINCIPLES



Swansea Asylum Seekers Support

Registered Charity: 1175186

Web: www.sass.wales

Email: vol.sbassg@gmail.com

Every Child and Adult taking part in our activities, whatever age, background, disability, gender, ethnicity or sexuality has the right to participate in a safe environment without fear of violence, abuse, bullying and discrimination.

The safety and wellbeing of Children and Adults is central to all of our policies and procedures. We have zero tolerance for physical aggression or threatening behaviour, controlling behaviour, or emotional and sexual abuse in any context.

Safeguarding is the business of everyone in SASS.

III IMPLEMENTATION OF SAFEGUARDING POLICY

All those working on behalf of SASS will be informed of our Safeguarding Policy. Trustees will review the policy annually and ensure that sufficient and relevant training on the policy is given to trustees, staff and volunteers.

IV SUMMARY OF OUR SAFEGUARDING PRACTICE

1. Safeguarding of children and young people

Key document, Child Safeguarding Policy:

- Requires references and DBS checks on staff and volunteers working with children.
- Requires that no staff or volunteer works alone with children.
- Emphasises the importance of acting sensitively and effectively if a child discloses abuse and gives clear guidelines on relevant procedures and contacts.
- Outlines training requirements for everyone working with children.
- Emphasises the importance of health and safety and risk management.

NB It is made clear to all parents and carers of children that they are responsible for the safety of children attending our activities.

2. Safeguarding adults and children attending our activities



Swansea Asylum Seekers Support

Registered Charity: 1175186

Web: www.sass.wales

Email: vol.sbassg@gmail.com

Key documents: Volunteer Policy; Staff Recruitment policy, Disciplinary Policy:

We have a good safety record and any incidents of intimidating or damaging behaviour are dealt with firmly and appropriately.

In our safeguarding practice:

- We take up references on all staff and volunteers.
- We take time to get to know potential volunteers, before confirming their volunteer status.
- We provide a thorough induction where we give clear guidelines on issues relevant to safeguarding.
- We have clear disciplinary procedures for staff and volunteers.
- Duty managers and staff are trained to challenge the rare occurrence of behaviour which could make people feel unsafe or uncomfortable – e.g. controlling, intrusive, aggressive or suggestive behaviour. We emphasise the importance of team work in such incidents to minimise risk to any individual.
- We keep an incident book and record unacceptable behaviour and actions taken.
- New volunteers are asked not to make contact with anyone outside the drop-in without reference to our Volunteer Development worker.

3. Minimising risk to volunteers and other members outside supervised activities

Key documents: Volunteer Policy; Volunteer information sheet on boundaries.

- We wait until people are known and trusted by us before asking them to undertake work to assist asylum seekers outside drop-in periods. (Occasionally for example people need to be accompanied to court or to see an MP).
- Our standard reference asks referees to give a clear view on the suitability of the candidate for working with individuals and families inside and outside our community drop-ins.



Swansea Asylum Seekers Support

Registered Charity: 1175186

Web: www.sass.wales

Email: vol.sbassg@gmail.com

- Volunteers are encouraged to decide on the volunteering roles that make them feel safe and comfortable
- Our staff and volunteer induction programmes cover Boundaries and safe and volunteers are expected to adhere to these guidelines.
- We do risk assessments for tasks we ask volunteers or staff to do outside drop-in periods.

4. "Whistle blowing in SASS"

- SASS has zero tolerance of aggressive, controlling or violent behaviour.
- We encourage staff and volunteers to contact their manager if they are experiencing, or have experienced aggression or abuse, or have witnessed any such behaviour. Staff and volunteers are asked to report any behaviour which is against our values and principles.
- All such complaints will be investigated by the trustees or someone appointed by them.

5. Safeguarding in Share Tawe

Share Tawe is a SASS project offering accommodation in the homes of Swansea volunteers for asylum seekers who have become destitute. It has an excellent safety record.



Swansea Asylum Seekers Support

Registered Charity: 1175186

Web: www.sass.wales

Email: vol.sbassg@gmail.com

SAFEGUARDING IN SHARE TAWE

We believe that hosting, properly managed, is low risk. We seek to manage risk but cannot altogether eliminate it.

Share Tawe aims to minimise and manage risk for hosts and guests by:

- We do not accept guests who are under 18. We interview guests and hosts, using a detailed interview schedule, which includes safeguarding issues.
- We take up references on both hosts and guests.
- During induction, hosts are informed of insurance and fire safety issues in hosting guests.
- SASS is careful who we place with whom, taking into consideration issues around diversity and dignity. We undertake careful matching and placement with particular attention paid to gender and age suitability. (E.g. we would not place young women with single older men, or men in households with children).
- We provide regular support and contact with both hosts and guests to encourage people to raise concerns.
- All placements are monitored by the Development Officer.
- If SASS feels that a guest would either pose a risk to a hosting household or would present problems that would make hosting unduly arduous we will not offer them a place. We use our professional judgement to assess whether someone is reasonably "boundaried" in their interaction with others.
- Where there are any safeguarding or other concerns that make a host want the guest to leave, we do this at no notice, if necessary, and try to find another placement if safe or appropriate.
- We expect guests to report any concerns about their hosts' behaviour to the Development Officer.
- SASS keeps in touch with hosts and guests through a mixture of group sessions and individual follow up. This enables us to establish good working relationships, whereby hosts and guests feel able to express any concerns.

Updated March 2020