



Safeguarding Policy

Issue Date 15/07/2023

Purpose and Introduction

Greater Manchester Blood Bikes (the 'charity') do not undertake any Regulated Activity as defined within the Safeguarding Vulnerable Groups Act 2006.

However, this policy encompasses safeguarding risks for all the charity activities and demonstrates our commitment to safeguarding people in general.

We believe that:

- Nobody who is involved in our work should ever experience abuse, harm, neglect, or exploitation;
- We all have a responsibility to promote the welfare of all of our beneficiaries and volunteers, to keep them safe and to work in a way that protects them;
- We all have a collective responsibility for creating a culture in which our volunteers not only feel safe, but also able to speak up, if they have any concerns.

This policy applies to anyone volunteering on our behalf, including our trustees and other volunteers.

Safeguarding Responsibilities

Trustees are aware of and will comply with the Charity Commission guidance on safeguarding and protecting people as well as the ten actions trustee boards need to take to ensure good safeguarding governance.

The charity Chair has overall responsibility for the oversight of all aspects of safety including whistleblowing, however all trustees must:

- Create a culture of respect, in which everyone feels safe and able to speak up;
- Ensure volunteers are aware of this policy and how to report any signs of potential abuse; • Providing oversight of any lapses in safeguarding;
- Ensuring that any issues are properly investigated and dealt with quickly, fairly, and sensitively, and any reporting to the Police/statutory authorities is carried out;
- Ensuring that all relevant checks are carried out in recruiting volunteers;
- Ensuring that a central register is maintained and subject to regular monitoring to ensure that DBS clearances and training are kept up to date;
- Responding to any concerns sensitively and acting quickly to address these;
- Ensuring that personal data is stored and managed in a safe way that is compliant with data protection regulations, including valid consent to use any imagery or video.

Safeguarding And Fundraising

We will ensure that:

- we comply with the Code of Fundraising Practice;
- our fundraising material is accessible, clear and ethical, including not placing any undue pressure on individuals to donate;
- we do not either solicit nor accept donations from anyone whom we know or think may not be competent to make their own decisions;
- we are sensitive to any need that a donor may have.

In addition, where fundraising is supported by either the charity vehicle(s) and/or bike(s), volunteers must ensure they only assist children and/or vulnerable adults onto the bikes or into any vehicle with the parent, guardian or carers permission and that the same person providing the permission is always present.

Photographs of children and vulnerable adults are not permitted to be taken by charity representatives. If the parent, guardian or carer wishes a photograph that they have taken to be shared with the charity, they may do so.

Online Safeguarding

We will manage online risks by ensuring:

- volunteers understand how to keep themselves safe online;
- the online services we provide are suitable for any users;
- we have permission to display any images on our website or social media accounts, including consent from an individual, parent, etc.;
- We clearly explain how users can report online concerns.

Volunteer Membership

Membership is only considered on receipt of a satisfactory Disclosure and Barring Service (DBS) Basic Check. If the check reveals that an applicant is not suitable, the opportunity to join the charity will be refused.

If existing volunteers become added to the children and adults barred lists by the disclosure body, their membership of the charity will be cancelled immediately.

The Trustees may from time to time require all volunteers to provide an updated DBS check.

Abuse may be a single incident or something that occurs over a long period of time. The abuse may come from various sources including within the charity, service users or members of the public.

Harm and risks associated with our service could include:

- sexual harassment, abuse, and exploitation;
- criminal exploitation;
- the charity's culture where poor behaviour and poor accountability are permitted;
- people abusing a position of trust they hold within the charity;
- bullying or harassment;
- commercial exploitation;
- cyber abuse;
- discrimination on any of the grounds in the Equality Act 2010;
- people targeting the charity;
- data breaches, including those under General Data Protection Regulations (GDPR);
- negligent treatment;
- self-neglect;
- physical or emotional abuse;
- extremism and radicalisation.

Reporting Safeguarding Concerns

If a crime is in progress, or an individual is in immediate danger, our volunteers must call the police, and if safe to do so then contact the Duty Controller.

The Duty Controller is responsible for informing the On-Call Trustee.

Volunteers that suspect abuse is occurring should refer the matter to the nominated trustee immediately, with as much detail as possible.

The trustees will treat all complaints, allegations, or suspicions of abuse with the utmost seriousness. Volunteers may be asked to refrain from discussing alleged abuse with fellow volunteers. The allegations will be investigated and conducted in a discrete and timely manner.

If it is suspected that a criminal act may have been committed, the charity will report the situation to the police. Volunteers suspected of abuse will be suspended pending a full investigation.

If the investigation reveals that abuse has happened, or is happening, the charity will cancel the membership of the volunteer. Volunteers will have the chance to appeal.