



# Safeguarding Policy

*Safeguarding is everyone's responsibility*

Policy agreed by the directors and steering group on 01/06/2020

Safeguarding adults at risk is a part of the wider role of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific adults at risk, who are suffering or are at risk of suffering significant harm. As adults and/or professionals or volunteers, everyone has a responsibility to safeguard adults at risk and promote their welfare.

Safeguarding and promoting the welfare of adults at risk - and in particular protecting them from significant harm - depends upon effective joint working between agencies and professionals that have different roles and expertise.

Stories and Supper works with adults who may be at greater risk of social exclusion, may need coordinated help from health, education, social care, and quite possibly the voluntary sector and other agencies, including justice services.

Stories & Supper is committed to protecting all adults at risk that use our services. We believe that everyone working and volunteering for the organisation has a responsibility to promote the welfare of all adults, to keep them safe and to practise in a way that prioritises their protection. We will make sure that all adults at risk have the same protection regardless of refugee status, age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

We recognise the additional needs of adults at with refugee or asylum status, minority ethnic groups and disabilities and the barriers they may face, especially around communication.

For those adults who are suffering, or at risk of suffering significant harm, joint working is essential, to safeguard and promote their welfare and - where necessary - to help bring to justice the perpetrators of crimes against them. All adults and/or professionals or volunteers should:

- ✓ be alert to potential indicators of abuse or neglect;
- ✓ be alert to the risks which individual abusers, or potential abusers, may pose to vulnerable adults;
- ✓ report any concerns to Safeguarding Officer/Trustee Sharon Goldman, who will make a decision with Director Helen Taylor about whether further action is needed;
- ✓ share and help to analyse information so that an assessment can be made of the individual's needs and circumstances;
- ✓ contribute to whatever actions are needed to safeguard and promote the individual's welfare;
- ✓ take part in regularly reviewing the outcomes for the individual against specific plans; and
- ✓ children may be present with their carers and should any concerns arise Stories & Supper will work cooperatively with parents and/or other carers unless this is inconsistent with ensuring the individual's safety.

As one of its major activities, Stories & Supper seeks to serve the needs of adult refugees, asylum seekers and other migrants, as well as engage adult volunteers, developing skills, challenging negative narratives around migration and encouraging community cohesion.

In doing so Stories & Supper takes seriously the welfare of all adults who are involved in its activities.

Stories & Supper recognise that the particular safeguarding issues working with adults with experience of migration, including previous trauma leading to possible mental and physical health problems; as well as discriminatory and/ or institutional abuse.

Stories & Supper aims to ensure that all adults are welcomed into a safe, caring environment with a happy and friendly atmosphere.

Stories & Supper recognises that it is the responsibility of each one of its staff and volunteers, paid and unpaid, to prevent the neglect, physical, sexual or emotional abuse of adults and to report any abuse discovered or suspected.

Stories & Supper recognises its responsibility to implement, maintain and regularly review procedures, which are designed to prevent and to be alert to such abuse.

Stories & Supper is committed to supporting, resourcing and training those who work with adults at risk and to providing supervision.

Stories & Supper is committed to maintaining good links with the statutory social services authorities.

Stories & Supper strives to be an effective advocate of refugee protection rights and believes in its responsibilities to safeguard all those it is working with.

## Procedures

For reasons of consistency and practicality, Stories & Supper procedures for safeguarding adults at risk will be the same as those for safeguarding children and young people (qv) except where the law, or the specific circumstances of an individual's need require otherwise.

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## Change Record

Date of Change:	Changed By:	Comments:
20/09/2022	Helen Taylor	Policy approved by the Trustees
21.4.2023	Sharon Goldman	

# Equal Opportunities Policy & Procedures

## Introduction

### Stories and Supper

**ACCEPTS** that in society certain groups or individuals are denied equality on the grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation and religion/belief or any other factor irrelevant to the purpose in view.

**WELCOMES** the statutory requirements laid down in the Equalities Act 2010;

<https://www.legislation.gov.uk/ukpga/2010/15/contents>

<https://www.equalityhumanrights.com/en/advice-and-guidance/your-rights-under-equality-act-2010>

<https://www.equalityhumanrights.com/en/publication-download/equal-pay-statutory-code-practice>

*Note: the Equalities Act replaced the Sex Discrimination Act 1975 and the Race Relations Act 1976 and supplements the Equal Pay Act 1970* <https://www.legislation.gov.uk/ukpga/1970/41/enacted>

and is committed to complying with the Equalities Act 2010 with such other Acts and statutory requirements furthering equality of opportunity for all as also apply to its charitable activities.

**RECOGNISES** that it has moral and social responsibilities that go beyond the provisions of the above-mentioned Acts and Regulations, and that it should support and contribute to the wider process of change through all aspects of its work and practices in order to eliminate discrimination and promote equality and diversity.

**IS COMMITTED** to taking positive steps to ensure that:

- ✓ all people are treated with dignity and respect, valuing the diversity of all;
- ✓ equality of opportunity and diversity is promoted;
- ✓ services are accessible, appropriate and delivered fairly to all;
- ✓ the mix of its employees, volunteers and management committees reflects, as far as possible, the broad mix of the population of its local community and those engaged with Stories & Supper.

# POLICY

This policy applies to all Trustees, staff, volunteers and all those who take part in Stories & Supper.

## Commitment

Equality and diversity are central to the work of Stories & Supper.

Stories & Supper will treat all people with dignity and respect, valuing the diversity of all. It will promote equality of opportunity and diversity. It will eliminate all forms of discrimination on grounds immigration status, of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation, religion/ belief, irrelevant offending background or any other factor irrelevant to the purpose in view.

It will tackle social exclusion, inequality, discrimination and disadvantage.

For this policy to be successful, it is essential that everyone is committed to and involved in its delivery. Our goal is to work towards a just society free from discrimination, harassment and prejudice and we aim to embed this in all its policies, procedures, day-to-day practices and external relationships.

## Aims

Stories & Supper aims to

- ✓ Provide services for asylum seekers, refugees and migrants that are accessible according to need;
- ✓ Promote equality of opportunity and diversity in volunteering, employment and development;
- ✓ Create effective partnerships with all parts of our community.

## Objectives

Stories & Supper's objective is to realise its standards by:

- ✓ Sustaining, regularly evaluating and continually improving its services to ensure equality and diversity principles and best practice are embedded in our performance to meet the needs of individuals and groups;
- ✓ Working to provide accessible and relevant service provision that responds to service users' needs;
- ✓ Ensuring staff, volunteers and trustees are representative of the community served and the employment policies are fair and robust;
- ✓ Responding to volunteers' & employees' needs and encouraging their development to increase their contribution to effective service delivery;
- ✓ Recognising and valuing the differences and individual contribution that all people make to Stories & Supper;
- ✓ Challenging discrimination;
- ✓ Providing fair resource allocation;
- ✓ Being accountable.

## Why have this policy?

Stories & Supper recognises, respects and values diversity in its Trustees, employees, volunteers and service users.

The Charity has this policy because it is a people-led organisation that must always ensure it meets the needs of the community through fair and appropriate employment and development of the people who work and volunteer for the organisation.

## PROCEDURES

### Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering at Stories & Supper or using the services and sets out the way they can expect to be treated in turn. The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees and staff.

### Method of Implementation

Stories & Supper intends to implement this policy by:

- ✓ Ensuring that it is a condition of paid employment in The Charity;
- ✓ Ensuring that Trustees, volunteers and users are made aware, understand, agree with, and are willing to implement, this policy. All staff and volunteers will be given a copy of this policy as part of their induction;
- ✓ Actively encouraging Trustees, staff, and volunteers to participate in anti-discriminatory training, and making time and resources available for such training;
- ✓ Monitoring the services, publicity and events provided by Stories & Supper, to ensure that they are accessible and do not discriminate;

### Monitoring and Reviewing

Stories & Supper has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential in order to measure effectiveness and plan progress. The Trustees will review the policy annually.