



Children and Adults at Risk Safeguarding Policy

Reviewed December 2022 by Ginny Scholey, Creative Learning Manager and Michael Corley, Head of Festival Bridge and Head of Creative Engagement.

Reviewed by Norfolk SAFER Team January 2023.

Next review January 2024: by Designated Safeguarding Persons – Georgia Jacob and Jen Langeskov

This policy exists to enable all Norfolk and Norwich Festival Trust staff to work with and around children and young people and adults at risk whilst being confident in safeguarding welfare. It is vital that all Trust staff are aware of the safety of children and young people and adults at risk involved in our activities at all times. The Trust believes that all children and young people and adults at risk have the right to be treated with respect and dignity. Our Safeguarding Procedures document gives guidelines for good practice and we are committed to reviewing our policy, procedures and good practice annually.

The Norfolk and Norwich Festival Trust enables all staff to make informed and confident decisions regarding safeguarding issues and takes all concerns and allegations of abuse seriously. The Trust expects all staff to have read, understood and to adhere to this policy and related procedures. You may be required to read additional partner organisation policies and procedures, but you will be notified if this is the case. There may be times when a partner organisation's policy and procedures provides greater protection for children and young people and adults at risk, e.g. a school or care setting, and therefore their policy taken precedence.

The Trust will ensure that a culture of openness exists within the organisation and with its partners; if anyone is at all unsure at any time, they should ask the Designated Safeguarding Officer for advice (see bottom of document for details). The Norfolk and Norwich Festival Trust understands the importance of effective safeguarding arrangements for children and young people in every local area and should be underpinned by the following principles:

- safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part.
- a child-centred approach: for services to be effective, they should be based on a clear understanding of the needs and views of children and young people. (*Working Together to Safeguard Children 2018*)

We will:

- prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- stop abuse or neglect wherever possible
- safeguard adults in a way that supports them in making choices and having control about how they want to live
- promote an approach that concentrates on improving life for the adults concerned
- raise public awareness so that communities as a whole, alongside professionals, play their part in preventing, identifying and responding to abuse and neglect
- provide information and support in accessible ways to help people understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult
- address what has caused the abuse or neglect



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We will promote this policy to:

- all staff (for the purpose of this policy, the term 'staff' will be used to describe anybody working on behalf of Norfolk and Norwich Festival Trust, in either a paid or an unpaid capacity) through inductions into the organisation
- all staff through training
- by displaying a copy in the building

We understand the importance of effective safeguarding arrangements for adults at risk, which are underpinned by the following 6 principles. The principles should inform the ways in which professionals and other staff work with adults.

- Empowerment – People being supported and encouraged to make their own decisions and informed consent.
- Prevention – It is better to take action before harm occurs.
- Proportionality – The least intrusive response appropriate to the risk presented.
- Protection – Support and representation for those in greatest need.
- Partnership – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- Accountability – Accountability and transparency in delivering safeguarding.

Legal framework

This policy has been created based on law and guidance that seeks to protect children and adults at risk, namely:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Relevant government guidance on safeguarding children and adults at risk
- Working Together 2018
- What to Do if You're Worried a Child is Being Abused 2015
- The Care Act 2014
- Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Bill
- Mental Health Act 1983
- Public Interest Disclosure Act 1998

Designated Safeguarding Person	Designated Safeguarding Person
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Norfolk and Norwich Festival Trust is a registered charity (number 1164424).
funded by Arts Council England, Norwich City Council and other generous supporters, sponsors and donors.

