

Safeguarding Policy for Ballroom Dancers Federation

Purpose

The BDF is committed to ensuring the safety and protection of all vulnerable individuals who come into contact with our organisation, including children and vulnerable adults [at risk]. This policy provides guidelines to ensure that anyone involved in the activities of the organisation understands their responsibilities to safeguard vulnerable individuals.

Scope

This policy applies to all volunteers, contractors, board members, and anyone representing the BDF.

1. Principles of Safeguarding

- **Zero tolerance for abuse or harm:** The BDF is committed to preventing all forms of abuse, neglect, and exploitation of vulnerable individuals.
- **Best interests of vulnerable individuals:** The welfare of vulnerable individuals is paramount in all activities.
- **Inclusive and safe participation:** We aim to provide a safe and inclusive environment for everyone who engages with our organization, regardless of age, gender, ethnicity, disability, or other characteristics.

2. Definitions

- **Vulnerable individual:** A child (anyone under 18 years old) or a vulnerable adult [at risk] (someone who is unable to protect themselves from harm due to physical or mental impairment or other circumstances).
- **Abuse:** Can include physical, emotional, sexual, and financial harm, as well as neglect and exploitation.

3. Responsibilities

Even without employees, the BDF is responsible for ensuring that:

- **Risk assessments** are conducted for all activities involving vulnerable individuals.
- **Clear reporting procedures** are in place for any safeguarding concerns.

4. Safeguarding Procedures

a. Preventing Abuse

- **Recruitment and Vetting:** All volunteers, board members, and contractors working directly with vulnerable individuals must undergo background checks (e.g., DBS checks).

- **Training:** All volunteers and contractors are advised to attend safeguarding training to ensure they understand their roles and responsibilities.

b. Recognizing Abuse

- Training will cover how to recognize signs of abuse and neglect, including physical injuries, changes in behaviour, or inappropriate relationships between vulnerable individuals and adults.

c. Responding to Concerns

- **Reporting Procedure:** Any concerns or allegations of abuse must be reported immediately to the designated safeguarding lead (DSL) within the organization.
- **Designated Safeguarding Lead (DSL):** John Durrant, BDF Executive Committee Member
- If the concern involves immediate danger, the local authorities or police should be contacted without delay.
- **Confidentiality:** All safeguarding concerns must be handled with discretion and shared only with appropriate authorities.
- **Records:** It is the DSL's duty to keep a record of all concerns, actions taken, and the outcome of any investigation.

5. Working with Partners and Contractors

When working with partner organizations or contractors, the BDF will ensure that they have adequate safeguarding policies in place and that their staff and volunteers are appropriately trained.

6. Review of Policy

This safeguarding policy will be reviewed annually or whenever there are significant changes in the organization's activities.

Approval and Signature

This policy has been approved by the board of the BDF and is effective from [20th December 2024].

[Nicola Nordin]

[Date 20th December 2024]