

Safeguarding Policy and Procedures

The Forest Hermitage Trust

Registered Charity No: 1173083

This policy and these procedures apply to all who reside at, work at or visit the monastery.

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The Forest Hermitage Trust recognises its responsibilities to safeguard the welfare of all children, young people and **adults with significant needs (vulnerable adults)** who visit the monastery and its properties and grounds. The welfare of children and vulnerable adults is a paramount concern, and the monastery resolves to treat them with care and respect, regardless of gender, sexual orientation or identity, marital status, race, colour, ethnic or national origin, disability, religion or belief, political persuasion, age or social background. **To protect children and adults the Trust's representatives and residents of the monastery must do all they can to provide a safe and nurturing environment and to challenge any inappropriate or harmful behaviour.**

The Forest Hermitage Trust is committed to the parameters laid down by current legislation (see below and Appendix 5) to ensure the welfare and protection of all children and adults who visit the Monastery.

Every child and adult who comes to the Monastery should be able to participate in an environment which is safe, and to be protected from all forms of abuse. Children and young people under the age of 18 and adults with significant needs will be able to visit and volunteer with the permission and support of their parents/carers/guardians who will be asked to sign an agreement (see Appendix 6). The directors recognise that, because of the connection with the work of Angulimala, it is occasionally necessary for the Abbot of the Forest Hermitage to welcome ex-offenders and other vulnerable people into the monastery. When this is the case directors leave the decisions about how these cases are managed to the discretion of the Abbot, Ven. Chao Khun Bhavanaviteht (Luangpor Khemadhammo).

Legal context

The United Nations Convention on the Rights of the Child (1989), which the UK ratified in 1991 but has yet to incorporate into law, sets out the rights of children to be free from abuse.

UK legislation:

The Adoption and Children Act (2002) The Children Act (2004), The Care Act (2014) and The Children and Social Work Act (2017) all emphasise that everyone who comes into contact with children and families has a role to play in safeguarding children and vulnerable adults.

Government Guidance:

Working together to Safeguard Children (2018) should be read in conjunction with this policy.

Definitions of key terms in this document:

Child - any young person under the age of 18

Young person - Under Section 107 of the Children and Young Persons Act 1933 Young person means a person who has attained the age of 14 and is under the age of 18 years.

Adult with significant needs - an adult who has care and support needs, is experiencing or is at risk of abuse or neglect and is unable to protect themselves from that abuse or neglect because of their care and support needs. In our code of practice the term **vulnerable adult** is used as shorthand for an adult with significant needs.

Definitions of abuse and recognising indicators of harm

Abuse is a form of maltreatment of a child or vulnerable adult.

In the context of safeguarding there are four main types of abuse: **physical, sexual, emotional and neglect**. Domestic abuse is also now highlighted as a separate category. It may be recognised that a child or vulnerable adult is suffering harm by noticing physical injuries that are unlikely to have occurred by accident, and could indicate physical or sexual abuse; by noticing physical signs that significant health and well-being needs are not being met or treated over a long period of time causing distress; by worrying behaviour; through a report of abuse by a child, a vulnerable adult, or another person.

It is everyone's responsibility to protect children and vulnerable adults from significant harm. This is defined as the : "ill treatment or the impairment of the health or development of the child" (Section 31, Children Act 1989); or witnessing such abuse: "seeing or hearing the ill-treatment of another person" (Section 120, Adoption and Children Act 2002) To recognise when a child or vulnerable adult may be suffering harm it is necessary to observe, listen, take seriously your own concerns and intuition, and be prepared to think the unthinkable. See **Appendix 1** for more information on the nature of abuse.

All directors of the monastery should also be briefed in awareness of the signs of domestic abuse, forced marriage, female genital mutilation and be aware of the Prevent Strategy to counter risk of involvement in extreme activities and terrorism. See **Appendix 1**.

Responsibilities and Actions

Responsibilities for safeguarding include responsibilities for preventative measures and reactive procedures once harm is suspected.

CODE OF PRACTICE FOR RESIDENTS RELATING TO THE SAFEGUARDING OF CHILDREN AND VULNERABLE ADULTS VISITING THE MONASTERY

DO NOT:

- Behave in a way that frightens or demeans any child or vulnerable adult
- Use racist, sexist, homophobic, discriminatory or offensive language
- Engage in any sexual activity; this includes using sexualised language with any child or vulnerable adult who visits the monastery
- Take photographs of children or vulnerable adults without the express permission of their parents/carers
- Spend time alone with children or vulnerable adults

- Allow children or vulnerable adults to use any of the Monastery’s internet connections

DO:

- Listen to and respect children and vulnerable adults
- Be aware of policies, procedures, and guidelines

Below are listed the responsibilities of the named person responsible for child and vulnerable adult protection:

- Ensure members of the resident community and lay visitors know to whom they should report if they are concerned about a child or a vulnerable adult.
- Ensure that the following policies and documents are available for scrutiny:
 1. Policy statement.
 2. Photography/Media Statement (Appendix 4)
 3. Incident reporting procedure (Appendix 3)

The Forest Hermitage Trust has appointed a named person who is responsible for dealing with any Safeguarding concerns.

The named person is:

Name: Rob Yellowhammer
Contact number: 07843 079967
Second contact:
Contact number:

Other key contacts:

Police	Local 101 Or in emergency 999
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<p>Warwickshire Adult Social Care Warwickshire Children’s Team</p> <p>https://www.safeguardingwarwickshire.co.uk/report-it</p> <p>NSPCC</p>	<p>01926 412080 01926 414144</p> <p>Monday to Thursday - 8.30am – 5:30pm Friday - 8.30am – 5:00pm</p> <p>Emergency (out of hours) Duty Team 01926 886922.</p> <p>0808 800 5000 Monday to Friday 8am – 10pm or 9am – 6pm at the weekends</p>
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Responsibilities of the named person on receiving a report of suspected harm:

- Receive and record information from anyone who has a concern. Reports /Complaints should be received in writing.
- Assess the information promptly and carefully, clarifying or obtaining more information if needed
- The named person will ensure that information is properly recorded and that verbal referrals are confirmed in writing as soon as possible, and within 3 days. Recorded information must comply with the Data Protection Act and should include :
 - ❖ Observation and facts
 - ❖ What the child/vulnerable adult/parent/carer said
 - ❖ Whether the information has been shared with parents/carers/ and professionals
 - ❖ Any further required actions and outcomes – see recording form

Confidentiality

Information concerning a referral about a child or vulnerable adult, or an allegation against an adult, must be restricted to those who have a need to know in order to:

- Protect children and vulnerable adults
- Facilitate enquiries

- Avoid victimisation
- Safeguard the rights of the person about whom the allegation has been made, and any others who may be affected
- Manage disciplinary/complaints aspects

Any paperwork that has been generated should be stored securely by the designated trustee/director and, if stored on a computer, should be password-protected.

The Forest Hermitage Trust Safeguarding Policy Declaration

The Forest Hermitage Trust agrees that this policy is in line with **Statutory Obligations**, and its members are fully aware of the monastery's Safeguarding Policy, of the basic requirements of current Child and Adult Protection Legislation, the monastery's Codes of Practice & Behaviour, and the monastery's Photography & Media [Statement](#).

The Forest Hermitage Trust supports the implementation of The Safeguarding Policy.

Signed

FHT Chair:



Abbot:



Appendix 1 Recognising abuse

Definition of abuse

Abuse is a form of maltreatment of a child or vulnerable adult; this may be carried out by inflicting harm or failing to act to prevent harm. Children or vulnerable adults may be abused in a community setting by those known to them, or by a stranger. They may be abused by an adult or adults, or another child or children. My

The following definitions are summaries based on the government guidance: Working Together to Safeguard Children 2018 and guidance on The Domestic Abuse Act 2021

Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child or vulnerable adult

Emotional abuse

Emotional abuse is a form of **significant harm** which involves the persistent emotional maltreatment of a child or vulnerable adult such as to cause severe and persistent adverse effects on the child or vulnerable adult's emotional development.

It may involve conveying to children or vulnerable adults that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child or vulnerable adult opportunities to express their view, deliberately silencing them or making fun of what they say, or how they communicate. It may feature age or developmentally inappropriate expectations being imposed upon children or vulnerable adults.

Sexual abuse

Sexual abuse is a form of **significant harm** which involves forcing or enticing a child, young person, or vulnerable adult to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child or vulnerable adult is aware of what is happening. The activities may involve physical contact, including assault by penetration or non-penetrative acts such as rape or oral sex, masturbation, kissing, rubbing, and touching outside of clothing. They may also include non-contact activities such as involving children or vulnerable adults in looking at, or in the production of, sexual images, encouraging children or vulnerable adults to behave in sexually inappropriate ways, or grooming a child or vulnerable adult (including via the internet). Sexual abuse is not solely perpetrated by males; women can also commit sexual abuse, as can other children.

Neglect

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment), protect a child from physical and emotional harm or danger, ensure adequate supervision (including the use of inadequate caregivers), ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Domestic abuse is also now highlighted as a particular risk and can include Coercive and Controlling behaviour. Coercive behaviour is when someone uses violence, threats, puts them down or scares their victim. They do this to harm, punish, or frighten them. Controlling behaviour is someone does something to a victim to make them do what they want. They can also control them by stopping them seeing friends, getting help and having the things they need.

Recognising bullying

Bullying includes calling people names, hitting, pinching, biting, pushing, and shoving, taking things away from someone, damaging another person's property, stealing from someone, cyberbullying, spreading rumours, threats and intimidation, making silent or abusive phone calls.

Extremism

Extremism goes beyond terrorism and includes people who target the vulnerable – including the young – by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society. Extremism is defined in the Counter Extremism Strategy 2015 as the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs.

Appendix 2 Guidance on responding to a child, adult, or parent/carer making an allegation of abuse

- Listen carefully to what is said
- Reassure the child or adult that they have done the right thing by reporting the incident

- Find an appropriate early opportunity to explain that it is likely that the information will need to be shared with others – do not promise to keep secrets
- Ask questions for clarification only – (open questions). Avoid asking questions that suggest a particular answer (closed questions)
- Tell the child or adult what will be done next
- Record in writing what was said using the child or adult's own words as soon as possible; note time, date, any names mentioned, to whom the information was given, and ensure that the record is signed and dated
- Inform the FHT's Safeguarding named person immediately
- Send a copy of the incident report to the FHT Safeguarding named person as soon as possible (on the same day)

Appendix 3 Incident report form

INCIDENT REPORT

The Forest Hermitage Trust

Strictly confidential

Please print clearly

Full name of child/ adult:	Date of birth:
Address:	
Name(s) of parents(s)/carer(s)	Address of parent(s)/carer(s)

ABOUT THE INCIDENT:

Time	Date	Location	People involved	What role did they play? (person affected/ participant/witness)

Describe the incident as fully as you can in your own words. If a child or adult made a disclosure or allegation to you, record their words wherever possible.

Attach additional sheets where necessary

About the person filling out this form:

Full name	Role:
Address	Phone number

Appendix 4 The Forest Hermitage Trust Photography/Social Media Statement

This statement applies to children/young people under the age of 18 and adults with significant needs who are visiting the monastery. It also applies to the use of photographs in any publicity material or social media platforms.

- Children and adults with significant needs visiting the monastery should not be photographed by any residents without the express permission of their parents/carers
- Children or adults with significant needs should not be allowed to use any Internet facilities in the monastery

Appendix 5 Relevant Legislation, Standards, and Guidance:

- Children Act 2004
- Children Act 1989
- Human Rights Act 1989
- United Nations Convention on the Rights of the Child 1989
- The Care Act 2014
- The Children and Social Work Act 2017
- Government Guidance: Working together to Safeguard Children 2018
- The Domestic Abuse Act 2021

Confidentiality and Recording:

- Data Protection Acts 1984 and 1998
- Human Rights Act 1998

Appendix 6 Guide for volunteering at The Forest Hermitage, Warwick

These guidelines and declaration should be filled in after a discussion with the Abbot, the safeguarding trustee and after having read the monastery's policy on Safeguarding.

The monastic code

The monks living at The Forest Hermitage are of the Theravada tradition and follow the discipline of the Vinaya. These rules ensure that monastics lead a celibate life and do not handle money or engage in harmful activity.

Visiting the monastery

Anyone who visits the monastery is asked to respect the way of life chosen by the monks, nuns and lay people who reside there. There are guidelines posed in the entrance area. In short, visitors are asked to pay respects to the monastics; bowing or raising hands in an attitude of respect, going about work quietly and asking for guidance if unsure about what to do.

Because this is a monastery, the Trustees of The Forest Hermitage ask that parents or carers sign to say they understand the restrictions that apply.

I have discussed the particular volunteering role my child/student is undertaking at the monastery and agree to their attendance with the appropriate health and safety and safeguarding guidelines and procedures in place.

Name of volunteer

PRINT

Sign:

Name of person with responsibility (parent/carer) **Telephone contact:**

PRINT

Sign:

I have read the Safeguarding Policy for the Forest Hermitage

Sign (parent/carer):

Trustee with responsibility to sign:

END