

Matra Enthusiasts Club UK

Safeguarding Policy

Safeguarding is an umbrella term that refers to practices and procedures aimed at preventing or responding to harms or risks of harm posed to vulnerable individuals and promoting these individuals' wider welfare.

Scope

1. This policy outlines the activities required to aid in the creation of a positive and safe atmosphere and it applies to all members of the club including adults and minors and others acting on behalf of the club.
 - a. The most common types of abuse are physical abuse; emotional abuse; sexual abuse; neglect.
 - b. Other behaviours such as bullying; cyber abuse; abuse by a person in a position of trust should be considered.
 - c. Officers of the club will be encouraged to report any safeguarding concerns that they identify and to listen to any safeguarding concerns that are raised by others.
2. The club will appoint a safeguarding officer, an individual that can act as a hub for any and all issues of safeguarding reported.
 - a. In the absence of a safeguarding officer, the President will deputise and will pursue any issues raised.
 - b. Resolution of any issues should be given priority.
 - c. Any issues raised should be raised at the AGM and should also be raised at committee meetings held throughout the year.
3. All issues raised should be documented in the form of a letter

The document should contain the following sub sections/titles

Title; summary of the issue; members affected; proposed resolution; sign off.

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