



# LitterfreeSB Safeguarding of Children and Adults at Risk Policy

May 2026

## 1. Introduction

We aim to safeguard the welfare of children and adults at risk participating in litter picking activities. It is important that all concerned have a basic understanding of the issues involved and that procedures are in place that are understandable and easy to implement by all responsible adults concerned.

LitterfreeSB is committed to ensuring that all children and adults at risk can participate in litter picking activities safely.

LitterfreeSB's Safeguarding Policy arises from the following principles:

- Welfare of the child or adults at risk is our first consideration
- All children and - adults at risk, regardless of age, disability, gender or ethnic origin have a right to be protected from all forms of harm, abuse, neglect and exploitation.

## 2. Background:

Abuse of children and adults at risk is a difficult issue and presents challenges to all involved. It is often not easily recognisable, and individuals often fear reading too much into a situation. Many children and - adults at risk experience minor accidents causing injuries, but there may be occasions where you are concerned over the nature and frequency of injury.

This document contains information on some of the signs that may give cause for concern. The principle of this document is that:

**“It is **not** our responsibility as members LitterfreeSB to decide whether or not abuse is occurring, but **it is your responsibility to act** on those concerns and do something about it.”**

### **3. What Is Abuse?**

**Do not ever think that you could never be placed in the position of reporting abuse.**

The generic term ‘abuse’ is used to describe various ways in which children or adults at risk are harmed or mistreated. There are many different ways in which children or - adults can be harmed, all with a common factor that the individual feels undervalued and worthless.

Abuse can happen anywhere, but research indicates that the perpetrators of such abuse are likely to be known and trusted by the child or adult at risk.

### **4. TYPES OF ABUSE:**

#### **Physical Abuse**

May involve hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating or otherwise causing physical harm to a person. Physical harm may also be caused when a parent or carer fabricates the symptoms or deliberately induces illness in a child or adult.

#### **Sexual Abuse**

Involves forcing or enticing a child or adults at risk to take part in sexual activities, including prostitution, whether the person is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities such as involving children or adults at risk in looking at, or in the production of, pornographic materials or watching sexual activities, or encouraging them to behave in sexually inappropriate ways.

#### **Emotional Abuse**

The persistent emotional ill-treatment of a child or adults at risk such as to cause severe and persistent adverse effects on the individual’s emotional development. It may involve:

- Telling a child or adults at risk they are worthless, unloved or inadequate
- Valued only insofar as they meet the needs of another person

- Age or developmentally inappropriate expectations being imposed on a child or adults at risk
- Overprotection and limitation of exploration and learning
- A child or - adults at risk seeing or hearing the ill-treatment of another
- Serious bullying
- Causing a child or - adults at risk to frequently feel frightened or in danger
- Exploitation or corruption of a child or adults at risk

## **Neglect**

Persistent failure to meet a child's or adult's basic physical or psychological needs, likely to result in the serious impairment of their health and development. Neglect may occur:

- During pregnancy as a result of substance abuse
- Failure to provide adequate food and clothing
- Failing to provide shelter including exclusion from home or abandonment
- Failing to protect a child or adult from physical harm or danger
- Failure to ensure adequate supervision (including the use of inadequate caregivers)
- Failure to ensure access to appropriate medical care or treatment

## **Discriminatory Abuse**

Discriminatory Abuse includes racist, religious and sexist abuse, plus abuse based on a person's disability.

Indications that a child or adult may be being abused include:

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries
- An injury for which the explanation seems inconsistent
- The child or adult describes what appears to be an abusive act involving him or her
- Someone else (child or adult) expresses concern about the welfare of another child or - adult
- Unexplained changes in behaviour or emotions such as becoming very quiet, withdrawn or displaying sudden outbursts of temper
- Inappropriate sexual awareness
- Engaging in explicitly sexual behaviour, sexually explicit talk
- Distrust of adults, particularly those with whom a close relationship would normally be expected

- Difficulty in making friends
- Uncharacteristic eating disorders, depression and suicide attempts
- The child or adult may become withdrawn, introverted and depressed and have low self-esteem and lack of confidence

## **5. VOLUNTEERS SHOULD:**

- Be observant of situations which may present risks and report any potential risks to at a committee member
- Be aware that children under 16 years of age and adults at risk should always accompanied by their own personal adult carer
- As far as possible, be visible when working with a child or adults at risk. Do not spend time alone with a child or adults at risk away from others.
- Share responsibility in contributing to a culture of openness enabling any issues or concerns to be raised or discussed
- Share a sense of accountability so that poor practice or potentially abusive behaviour does not go unchallenged
- Feel empowered to discuss with the appointed Safeguarding Lead what they can do if there is a problem
- Be encouraged to provide enthusiastic and constructive feedback rather than negative criticism. Feedback to the committee is welcomed and can be made verbally or in writing by email at [litterfreeSB@gmail.com](mailto:litterfreeSB@gmail.com)

## **6. NO ONE MUST:**

- Hit or otherwise physically assault or physically abuse others
- Use physical force against a participant, unless it constitutes reasonable restraint to protect yourself or another person or property from danger or harm. In this situation the minimum amount of force should be used for the minimum amount of time and a report of the incident should be recorded in writing immediately afterwards and submitted in writing to the appointed Safeguarding Lead and Deputy Safeguarding Leads named below.
- Develop physical/sexual relationships with a child or adults at risk
- Develop relationships with a child or adults at risk which could in any way be deemed exploitative or abusive.
- Act in any way that may be abusive or may place a child or adults at risk at risk of abuse.

- Use language, make suggestions or offer advice, which is inappropriate, discriminatory, offensive or abusive.
- Behave physically in a manner which is inappropriate or sexually provocative. On occasions when a child is distressed and needs physical comfort this should only be given by parents, guardians or family members.
- Take a child or adult at risk, with whom they are working, to stay overnight at their home.
- Give a child or adults at risk alcohol, cigarettes, drugs or other stimulants.
- Do things for a child or adults at risk of a personal nature that they can do for themselves (e.g. taking them to the toilet).
- Act in ways intended to shame, humiliate, belittle or degrade a child or adults at risk or otherwise engage in any form of emotional abuse.
- Discriminate against, show deferential treatment, or favour a particular child or adults at risk to the exclusion of others.
- This is not an exhaustive or exclusive list. The underlying principle is that actions or behaviour which may constitute poor practice or potentially abusive behaviour should be avoided.

## **7. WHAT SHOULD YOU DO IF YOU SUSPECT ABUSE IS TAKING PLACE?**

If any member of our group is concerned that abuse may occur or has occurred, they must refer the matter immediately to:

Frank Page (Safeguarding Lead) and  
 Alison Whitaker (Deputy Safeguarding Lead)  
 who will decide whether to report the matter further.

Frank Page: [fgpage@outlook.com](mailto:fgpage@outlook.com) or mob. 07913268164  
 Alison Whitaker: [ali.janewhitaker@gmail.com](mailto:ali.janewhitaker@gmail.com) or mob. 07960040828

If it is felt that further investigation is necessary to protect the child or adults at risk, the matter must be referred to Social Care. Professionals can contact Social Care for advice re concerns without giving personal details of the person to whom the concerns relate.

In the event of referral to Social Care, copies of all relevant correspondence, notes of dialogue, diagrams of any injury witnessed must be passed to the

coordinator for filing. It is very important that any concerns on a child's or adults at risk's safety are logged using the form at the end of this document.

## **8. SAFEGUARDING CHILDREN PROCEDURE**

1. There will be a Designated Safeguarding Lead and Deputy Safeguarding Lead responsible for dealing with any concerns about the safeguarding of children or vulnerable adults.

These persons are currently:

Frank Page (Safeguarding Lead) Mob. 07913268164

Alison Whitaker (Deputy Safeguarding Lead) Mob. 07960040828

Both officers will be registered with the DBS Up-date Service and undergo relevant safeguarding training every three years.

2. All committee members will be carefully selected and vetted to try to ensure they do not pose a risk to children or adults at risk. Those having contact with children will be checked through the Disclosure and Barring Service at the appropriate level.

3. All committee members will receive information and basic training in safe conduct and what to do if they have concerns about a child or adults at risk. This will include information on recognising where there are concerns about a child or adults at risk, where to get advice and what to do if no one seems to have taken their concerns seriously.

4. We will endeavour to make this group a safe and caring place for children and adults at risk to be by having a code of conduct for all members and users. This will be given to all committee members and other volunteers, and they will be expected to comply with it.

5. Any information given to users about activities of the organisation will include information about the Safeguarding of Children and adults at risk Policy and Procedures. Parents and carers of any person taking part in our activities will be given specific information about our Safeguarding Policy and Procedures.

## 9. LOGGING CONCERNS ABOUT A CHILD OR ADULT'S SAFETY AND WELFARE

<b>Name of Child/ adult</b>	<b>Date of birth</b>	<b>Date and time form completed</b>
<b>Your Name</b>	<b>Your Organisation</b>	<b>Your Signature</b>
<b>Reason(s) for reporting this incident?</b>		
Please fill in as much information as possible and ensure all recordings are factual.	<b>Who</b>	
	<b>What</b>	
	<b>Where</b>	
	<b>When</b>	
<b>Give a personal opinion as to how/ why the incident may have happened.</b>		
<b>Substantiate the opinion. Please note the action taken, including the names of anyone to whom information was passed.</b>		

All reports relating to Safeguarding should be completed in black ink and stored securely.