



Type: Policy	Northumbria Blood Bikes MEMB06 - Safeguarding Policy		
Owner:	Vice-Chair	Author:	Laura Taylor
Approved:	14 <sup>th</sup> July 2024	By:	Executive Committee
Doc Ref:	MEMB06	Version	1.0

#### **A. Why do we need this Policy**

Whilst most of our work involves only direct handovers with NHS staff, Volunteers may encounter vulnerable adults, children and families while collecting or delivering at hospitals, care homes and private addresses and while attending fundraising events. This policy defines our commitment to ensuring that concerns are appropriately handled by anyone representing NBB

#### **B. Who is Responsible for this Policy**

The Vice-Chair of the group is responsible for the maintenance of this policy.  
The Executive Committee is responsible for approving this policy.

All members of NBB are bound by this policy when representing NBB.

#### **C. When will this Policy be reviewed**

The policy will be reviewed a maximum of Two years following its approval.

#### **D. How will changes be notified**

The latest version of the policy will be made available via the members' library on the group website. New versions will be announced via email to all volunteers

## 1. Aim of Policy

- 1.1. To protect vulnerable adults, children and young people who are present when we deliver our services or attend fundraising events,
- 1.2. To provide members, professionals and the public with the overarching principles that guide our approach to safeguarding.

## 2. General

- 2.1. This policy applies to anyone representing Northumbria Blood Bikes in any capacity.

## 3. Legal Framework

- 3.1. This policy is based on legislation and guidance that seeks to protect vulnerable adults and children available from:

<https://www.gov.uk/guidance/safeguarding-for-charities-and-trustees>

## 4. Policy details

- 4.1. We believe:

- 4.1.1. No person should ever experience abuse of any kind.
- 4.1.2. We have a responsibility to carry out our duties in a way that protects all people that we encounter

- 4.2. We recognise:

- 4.2.1. All people have a right to equal protection from all types of harm or abuse.
- 4.2.2. Some adults and children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

- 4.3. We will seek to keep vulnerable adults, children and young people safe by:

- 4.3.1. Valuing, listening to and respecting them.
- 4.3.2. Recruiting volunteers safely and ensuring all necessary DBS checks are made (note we are only allowed to DBS check Riders and Drivers)
- 4.3.3. Requiring all new volunteers to read:

<https://www.scie.org.uk/safeguarding/adults/introduction/types-and-indicators-of-abuse/>

- 4.3.4. Requiring all Trustees, committee Members and Health & Safety leads to complete the following training:

<https://greymatterlearning.co.uk/course/safeguarding-for-managers-and-safeguarding-leads/>

- 4.3.5. Appointing a safeguarding lead.
- 4.3.6. Sharing concerns with relevant agencies, via our safeguarding lead

#### **4.4. Fundraising ethics**

**4.4.1.** We comply with the Code of Fundraising Practice and have no volunteers under 18 years of age.

**4.4.2.** Our fundraising material is accessible, clear and ethical, including not placing any undue pressure on individuals to donate

**4.4.3.** We do not neither solicit, nor accept donations from anyone whom we know or think may not be competent to make their own decisions.

**4.4.4.** We are sensitive to any particular need that a donor may have

#### **4.5. Reporting**

**4.5.1.** Safeguarding concerns arising from members of the public, or from NHS Trust staff, relating to volunteers of Northumbria Blood Bikes should be reported to the Executive committee via [committee@northumbriabloodbikes.org.uk](mailto:committee@northumbriabloodbikes.org.uk)

**4.5.2.** Volunteers of Northumbria Blood Bikes may relay any safeguarding concerns directly with the safeguarding lead, or to the committee as they see appropriate. If a person is encountered who is deemed to be at immediate risk of harm, volunteers will contact the relevant Emergency Services immediately, before contacting the Committee on Call member.

#### **4.6. Related Policies and Procedures**

**4.6.1.** This policy statement should be read alongside our organisational policies and procedures on the Group Member's Handbook.

#### **4.7. Nominated Safeguarding Lead:**

**4.7.1.** Vice-Chair of NBB

**4.7.2.** Email address: [vice-chair@northumbriabloodbikes.orh.uk](mailto:vice-chair@northumbriabloodbikes.orh.uk)

### **5. Exceptions and Variations**

**5.1.** There are no exceptions to this policy.

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**Version Control and History**

<b>Date</b>	<b>Version</b>	<b>Author:</b>	<b>Reason For Change</b>
14/07/2024	1.0	Laura Taylor	First Version