

Multitude of Voyces
Safeguarding People Policy
Safeguarding of Adults

Background:

- a) *NB. Multitude of Voyces is not an employer and does not currently undertake work with children directly under its supervision.*
- b) *This policy relates to adults only.*
- c) *If at a future date the charity plans to undertake work with Children directly under its supervision, this policy will be amended accordingly, as advised by Wiltshire Community Foundation and Wiltshire (Council) Safeguarding and the charity's Safeguarding Advisor <https://thirtyoneeight.org>.*
- d) *Trustees, Contractors, Volunteers and certain Contributors may be required to have appropriate DBS, training and insurances to carry out their work on behalf of the charity, and to declare any previous convictions, as appropriate to the task and in relation to the Rehabilitation of Offenders Act.*
- e) *Where the charity's Trustees or contractors are working with a Project Partnering organisation whose personnel includes children for whom they will have direct responsibility, that partner organisation's Child Safeguarding Policy will be followed by the Trustees or Associates as appropriate and must be made available to the charity by the partnering organisation before the project work commences. If the Child Safeguarding Policy or Adult Safeguarding Policy of the partnering organisation is deemed by this charity's Trustees or its DSL to be insufficient, the charity will take appropriate advice before undertaking the work.*

General Statement:

Multitude of Voyces recognises:

1. That Safeguarding is the process of protecting people from harm – whether the harm is caused by accidents (see Risk Assessment and Health and Safety Policy), deliberate abuse, neglect, bullying, discrimination or prejudice.
2. That everyone has different levels of vulnerability and that each of us may be at risk at some times in our lives.
3. That in working with individuals and groups within the community, some of whom may be at risk, particular care will need to be taken in relation to their Individual Needs and any arising Safeguarding requirements as expressed and addressed in risk assessments and planning documents where those vulnerabilities are known.
4. That a flexible approach will need to be built into the organisation's work when working with people with varying vulnerabilities.
5. It is accepted that Safeguarding is the priority in the planning and delivery of Multitude of Voyces' projects and events; all possible actions will be taken to prevent the psychological,

physical, emotional, sexual, financial and spiritual abuse of or by Trustees, Associates, Stakeholders, Project Partners, Contractors and Volunteers, Supporters and Donors.

6. Individuals carrying out work on behalf of Multitude of Voyces agree to report to the appropriate person or agency, any such abuse they suspect or recognise, whether historical or current, and to respond appropriately and record it using the Safeguarding Reporting template. All significant or consequential incidents will be reported within the annual return. It is accepted that the scope of Multitude of Voyces' work encompasses a variety of Safeguarding considerations of varying nature, complexity and risk. All parties are to avoid conduct that might lead to a reasonable concern of motive or intention. Certain work personnel will be required to follow a written Code of Conduct at the discretion of the Trustees.

Actions:

1. Multitude of Voyces has a Designated Safeguarding Lead (current DSL – Louise Stewart) who oversees the implementation of the Safeguarding policy and the maintenance of all relevant and necessary training, policies, procedures, and record-keeping. That person will undertake and refresh accredited Safeguarding training on a regular basis as necessary for the carrying out of the charity's work. They will acquaint themselves with Safeguarding legislation and guidance within the limits and expectations of their role e.g. Charity Commission guidance November 2021. **Recent training: Louise Stewart, DSL training Safeguarding for Managers course, Wiltshire CC, trainer Ian Clark 16.09.2025; recent advice Louise Stewart and Andrew Stewart, protecting Special Category Data, trainer Hope and May Ltd and <https://thirtyoneeight.org/>.**
2. Those working closely with the charity (including Trustees), especially those with a contractual connection, are welcome to notify the DSL and others as appropriate of any identified vulnerabilities or Safeguarding risks which might be posed to them in working with the charity to achieve its charitable aims.
3. The DSL will refer all Safeguarding concerns to the Safeguarding Advisor <https://thirtyoneeight.org/> for guidance and, where appropriate, will notify the appropriate bodies. If a Safeguarding complaint is raised against the Designated Safeguarding Lead the chair of Trustees will refer to Wiltshire Multi Agency Safeguarding Hub (MASH) for advice in the first instance.
4. Contractors carrying out work from home on behalf of Multitude of Voyces will be expected to familiarise themselves with the charity's policies as relevant to their work.
5. A Risk Assessment will be drawn up for in-person projects or one-off events organised directly by the charity. Where liabilities are shared with or common to Project Partners and/or contractors and/or venue a risk assessment will be drawn up agreeing which policies to follow, the reporting procedure and the responsibility for obtaining DBS checks where necessary.
6. Contractors may be asked to provide evidence of Safeguarding training and/or enhanced DBS status in order to carry out certain tasks on behalf of the charity.

7. Where planned or ongoing work involves adults with identified and *complex* vulnerabilities additional training will be undertaken as necessary by Multitude of Voyces' Trustees, Associates or other Contractors as relevant.
8. Those planning, leading, or delivering Multitude of Voyces events or project work may require specific training to be provided by the charity especially where that work relates to particularly vulnerable members of the community.
9. Multitude of Voyces will exercise appropriate and proportionate 'Safe Recruitment' procedures in relation to the selection, appointment and managing of all Trustees, Contractors, Associates and others including Volunteers (see Multitude of Voyces Safe Recruitment Policy) in order to safeguard the good reputation of the charity and the safety of its members.

10. Data Protection

Where a Safeguarding *action* may be required, advice will be sought from Hope and May Ltd by the Chair of Trustees or nominated Safeguarding Advisor as to the appropriate lawful basis to processing personal data. This will depend upon the perceived level of risk. It is unlikely that consent of the individual will not be appropriate. Therefore, the personal data will be processed in the legitimate interests of the charity unless a legal obligation can be identified. Where legitimate Interest is applied (UK GDPR Article.6(f)) if special category of data is to be processed it will be supported by UK GDPR Article.9(b)), the applicable law is likely to be the Data Protection Act 2018, Sch 1, Pt2, paragraph 18, '*individual or child at risk*'. If however, the level of risk is considered critical, the personal data will be processed according to vital interests UK GDPR Art.6(d). In some circumstances the charity will rely upon an Appropriate Policy Document (APD).

Multitude of Voyces is based in Salisbury, Wiltshire: advice may be sought from the following agencies in the first instance:

- <https://thirtyoneeight.org/>
Reporting concerns regarding adults at risk:

Adult MASH

0300 456 0111 Textphone: 01225 712501 adviceandcontact@wiltshire.gov.uk

Further information beyond the scope of the Policy.

A hard copy of this Safeguarding policy will be stored at the charity's registered address:

7 New Street, Salisbury SP1 2PH and at Wilsons Solicitors, Salisbury