

## Calne Central – Safeguarding Guidelines

*Human Rights & Responsibilities – We seek to ensure Physical, Mental & Emotional Wellbeing. Any conduct that puts others at Physical, Mental, Emotional, or Sexual risk are unacceptable and will result in appropriate action.*

Diversity & Inclusivity are fundamental principles of the Collaborating Groups & Volunteers of Calne Central Youth & Community Facility. These principles arise out of our fundamental Human Rights. These Human Rights come with important responsibilities also.

Calne In Tune and associated Community Groups have Safeguarding Policies and will intervene, respond, record and report according to the nature and seriousness of behaviour that is observed or reported to us. Where it is criminal, this will be to the Police Authorities.

### **Safeguarding Implications:**

All activities within the Community Centre are essentially public in character, except in locations where confidential discussions are going on. In those areas, however, such meetings must be open to access and Volunteers/Staff notified (to protect all parties).

We have cameras in the public areas for general security and to provide evidence of violent, provocative, disrespectful, abusive, or intimidating/harassing behaviour. In any conflict we seek (through this means) to identify a history of unacceptable behaviour and any reactions.

Any violent, provocative, disrespectful, abusive, harassing, dishonest, misleading, sexist, or otherwise intimidating behaviour is unacceptable in Calne Central. We seek to ensure Volunteers, Staff and Visitors Safety & Security 'at all times'.

Peoples 'reactions' to unacceptable behaviour must remain proportionate of course, but some assertive reactions are perfectly legitimate (to be expected). People are entitled to adequately defend/stand up for themselves and are encouraged to do so, with our support.

Anger & verbal aggression in reaction to any individual (or group) that are being provocative, disrespectful, abusive, or intimidating (Harassing) is perfectly understandable. These are healthier reactions than allowing yourself to become a subdued and disempowered Victim.

We ask anyone who experiences violent, provocative, disrespectful, abusive, intimidating, or harassing behaviour to do what they can to Adequately and Proportionately protect themselves and report their experiences to a Volunteer/Staff (or Authorities) immediately.

In the first instance you are advised to remove yourself and others from the immediate situation if you can. Volunteers will then do what they can for your protection, report the incident(s) to Trustees, or call the police and other services as appropriate.

If this behaviour has been persistent and repetitive, I ask you to please ensure that your experiences are made know to our Trustees (Volunteers can ensure that). We can (you can request this) download recordings of the behaviour, provided it is reported within 5 days.

For this reason, we ask all people of all ages and gender to never allow themselves to be drawn into areas that are not covered by the Cameras or that are not supervised by Volunteers.

Any use of more private spaces (by 2 or more people) must be reported to and agreed by Volunteers and these areas must not me locked, barred in any way, and must remain open to access by volunteers for checks.

There are no exceptions to these rules (except in toilet & ablutions). Visitors and volunteer's behaviour must be public and respectful of all others in the proximity and must not conflict

with Health & Safety, Health & Hygiene, Personal Freedoms, The Constitution, Mission Statements, or a Person or Groups Physical, Mental, &/or Emotional Wellbeing.

Any evidence of violent, provocative, disrespectful, abusive, dishonest, intimidating, or harassing behaviour will result in the person being asked to leave and seek to reconcile the damage and distressed caused before they will be allowed to reenter (sometimes with other restrictions imposed). Some further actions will be decided by appropriate Authorities.

Any provocative, disrespectful behaviour that is part of 'joking & jibing' will be treated the same if it results in a complaint of persistent harassment by a victim (especially if there is clear evidence of harassment by independent witnesses and the cameras).

Only those incidents where there is evidence of antagonism on both/all sides will be dealt with by warnings and seeking a commitment to contain the behaviour. Besides the two parties involved there are invariably others in the proximity that can be affected by it.

Any persistent behaviour that results in the distress of an individual or group; attempts by individuals (or a small group) to undermine other member's security and wellbeing; or behaviour that is designed to exclude anyone, will be treated as Harassment and Abuse.

We occasionally have problems with some of our members and visitors that require us as Volunteers and Trustees to intervene. We have a legal responsibility to maintain Health & Safety and Health & Hygiene standards and Safeguarding. We also have a responsibility to ensure conduct is consistent with The Law, our Constitution, and/or Mission Statements.

We must all monitor Safeguarding; any incident of violent, provocative, disrespectful, abusive, intimidating, harassing, neglectful or dangerous behaviour of any kind. This includes that done in fun but which causes distress, or failures to consider the consequences of neglect of our reasonable duties to the Health & Safety & Health & Hygiene of others.

Individuals and groups have a responsibility to clean up after themselves and leave the environment safe and secure. Failure to do so will result in criticisms and can lead to sanctions. Volunteers have a duty to inform and asset these requirements & obligations.

Some Volunteers' attempts to stop or address these unacceptable behaviours have been met with abuse and blatant refusals to comply with reasonable requests. That is not acceptable and such conduct will be challenged and persistent failures to comply with reasonable request will be met with 'exclusion' (progressive periods of exclusion).

The numbers of people involved in these in provocative, disrespectful, abusive, intimidating, or harassing and neglectful behaviours are small, but their impact can be great. This can affect many Volunteers and Visitors in terms of their Health, Hygiene and Physical, Mental & Emotional wellbeing.

Such behaviour will not be tolerated. The appropriate documents covering each of these areas are available in Calne Central and anyone who feels they are being bullied, harassed, excluded, or put at risk, can ask to speak to Volunteers or Trustees of the organisation.

Terry Couchman - March 11, 2022

For Calne in Tune & Calne Central Operations