Our safeguarding team is here to help YOU!



- Are you, or someone you know, suicidal or self-harming?
- Forced to do things you don't want to do?
- Feeling hurt, neglected or abused?

See Something
Hear Something
Say Something



Where can I go for help?

If you have concerns or questions about safeguarding:
in the first instance, contact:

Malcolm chair@tvcrp.org.uk
Fiona fiona@tvcrp.org.uk

Alternatively, if someone is in imminent danger, call the Police on 999 or social services on **01670 536 400**

TYNE VALLEY COMMUNITY RAIL PARTNERSHIP

SAFEGUARDING POLICY

Introduction

It is the intention of TVCRP to ensure that all children and adults involved in our projects, events and activities will always feel safe and secure. It is the responsibility of the directors to ensure our practices promote the safety the welfare of children and vulnerable adults.
TVCRP's hosting is focused on education, information, music, art and similar culture related pursuits.
In all cases TVCRP does not assume the role of loco parentis or the responsible adult or carer under any circumstances. All visiting groups with whom we work are accompanied by their teachers, leaders or carers who are not relieved of responsibility. TVCRP's insurance arrangements require this to be the case and it is made clear to 'groups'. The identity of the responsible organisation and their scope for safeguarding services will be covered in the activity or project risk assessment. Responsibility for preparing Risk Assessments on activities rests with visitor group leaders who are better versed in the requirements of their group.

TVCRP abides by the duty of care to safeguard and promote the welfare of children and adults and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

- We recognise the welfare of adults and children is paramount in all the work we do and in all the decisions we take
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation has an equal right to protection from all types of harm or abuse

Purpose - TVCRP will

- Protect children, young people and adults (including our own staff and volunteers) at risk from harm
- Provide staff and volunteers, with the overarching principles that guide our approach to safeguarding
- This policy applies to anyone working on behalf of TVCRP, including Directors, paid staff, volunteers and students. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation
- If any adult involved in the activities of TVCRP becomes concerned about the welfare of a child or adult at risk, they will take appropriate action according to procedures outlined in this document
- Volunteers and staff should not meet individually with a child or vulnerable adult involved in TVCRP projects outside of the organised event
- Physical contact between adults and children/adults at risk adults will be kept to a level appropriate to the needs of the individual child or adult. Personal care is entirely the responsibility of the teacher/group leader
- All staff, volunteers, children and adult participants have a right to speak out about behaviour they find uncomfortable and to be sure they will be listened to

Social Media and Web Presence

- All staff, volunteers and directors use organisational accounts – social media and email - to communicate, never personal accounts
- TVCRP will never put pictures onto Facebook or social media without the authorisation of the individual in the photograph. However, TVCRP may share posts made by the school/organisation

Procedures in relation to suspected or alleged abuse

In the event of suspicion or allegations of abuse taken place within TVCRP activities the following processes will be followed.

If a child or adult participant makes an allegation of abuse of any kind against any other individual taking part in TVCRP activities (i.e. adults or peers), immediate action must be taken:

- The adult receiving the information must tell the child or adult at risk as soon as possible that they may have to share what they hear with another responsible person and then continue to listen to the individual.
- The adult receiving the information should inform the Director of TVCRP responsible for Safeguarding (Director for Corporate and Legal Governance) immediately and with their assistance if necessary and possible, complete the disclosure form attached to this policy
- The family/guardian/carers of the child or adult at risk must be informed as soon as possible
- The individual accused of abuse should be asked to stay away from activities pending the conclusion of an investigation
- Additional help and advice may be sought from the TVCRP Director for Corporate and Legal Governance
- The situation may be resolved where possible following the guidance in the TVCRP Disputes and Complaints Resolution procedure

If an adult involved in TVCRP activities has a concern about the behaviour of another adult involved in TVCRP activities immediate action must be taken:

- They should inform the TVCRP Director for Corporate and Legal Governance immediately and with their assistance if necessary and possible, complete the disclosure form attached to this policy
- The individual accused of abuse should be asked to stay away from activities pending the conclusion of an investigation
- Additional help and advice may be sought from the TVCRP Director for Corporate and Legal Governance
- The situation should be resolved as soon as possible following the allegation

Training and Support

A minimum of three Directors/Officer should be trained to Level 3 Safeguarding. This will be a rolling programme to ensure that there is always appropriately trained Directors and officer on the board. Additional training will be reviewed annually by officer and Director of Legal and Governance in respect of new legislation or new workstreams for TVCRP.

A list of safeguarding contacts will be displayed in the kitchen area of the Old Booking Hall and in the Water Tower (see page 8)

Additional Information:

Definitions

- Adults at Risk The term replaces ‘vulnerable adult’
  - Adult at risk means adults who need community care services because of mental or other disability, age or illness, and who are, or may be unable to take care of themselves against significant harm or exploitation
- Forced Marriage
  - The Anti-Social Behaviour, Crime and Policing Act 2014 protects people from being forced to marry without their free and full consent as well as people who have already been forced to do so
  - Forced marriage can involve physical, psychological, emotional, financial and sexual abuse including being held unlawfully captive, assaulted and raped
  - Law enforcement agencies will also be able to pursue perpetrators in other countries where a UK national is involved under powers defined in legislation
- Hate Crime
  - Hate (Mate) Crime - A disability hate crime is: “Any criminal offence which is perceived by the victim or any other person, to be motivated by a hostility or prejudice based on a person’s disability or perceived disability.”
  - Incidents can include:
    - Physical attacks such as physical assault, damage to property, offensive graffiti and arson
    - Threat of attack including offensive letters, abusive or obscene telephone calls, groups hanging around to intimidate and unfounded, malicious complaints
    - Verbal abuse, insults or harassment - taunting, offensive leaflets and posters, abusive gestures, dumping of rubbish outside homes or through letterboxes and bullying at college or in the workplace
- Honour-Based Violence
  - The terms 'honour crime', 'honour-based violence', and 'izzat' embrace a variety of crimes of violence (mainly but not exclusively against women), including physical abuse, sexual violence, abduction, forced marriage, imprisonment and murder where the person is being punished by their family or their community
  - They are punished for actually, or allegedly, 'undermining' what the family or community believes to be the correct code of behaviour
  - 'Honour crime' may be considered by the perpetrator(s) as justified to protect or restore the 'honour' of a family
  - In transgressing this, the person shows that they have not been properly controlled to conform by their family and this is to the 'shame' or 'dishonour' of the family
- Enquiry Planning / Strategy Meeting
  - Enquiry Planning / Strategy Meeting or discussion is a multi-agency discussion between relevant organisations involved with the adult at risk to agree how to proceed with the referral
  - It can be face to face, by telephone or by email
  -
- Significant Harm
  - Significant harm is not only ill treatment (including sexual abuse and forms of ill treatment which are not physical), but also the impairment of, or an avoidable

deterioration in, physical or mental health, and the impairment of physical, intellectual, emotional, social or behavioral development

- Modern Slavery
  - Modern Slavery encompasses slavery, human trafficking, forced labour and domestic servitude
  - Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment

Safeguarding contacts within different local authorities:

Durham
03000 267979

Newcastle
0191 278 8377

Northumberland

- Onecall: 01670 536 400
- Textphone: 01670 536 844
- Email: safeguardingreferrals@northumberland.gov.uk
- Safeguarding adult referrals can be made online using the Safeguarding Adults Enquiry Form

North Tyneside
If you have a concern about the safety or welfare of a vulnerable adult in North Tyneside, the Gateway Service is the first point of contact for everyone.

- Telephone: (0191) 643 2777 (office hours) or 0330 333 7475 (evenings and weekends)
- E-mail: childrenandadultscontactcentre@northtyneside.gov.uk
- Please note this mailbox is checked daily Monday – Friday 9:00 – 16:30.
- If the matter is urgent outside office hours call, Emergency Duty Team 0330 333 7475

Cumberland
0300 272 2732 (Mon-Thurs 0900-1700 and Friday 0900-1630 hours)
01228 273 800 (Out of hours)

Last revised	Next Review	Author
November 2026	April 2027	CM/FMF/MAR

TYNE VALLEY COMMUNITY RAIL PARTNERSHIP

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS DISCLOSURE FORM

Name of person reporting concern	
Date	

Name of Individual::	Date of Birth:
Event or Place of work	

Details of Concern (please remember that you will need to describe concern, the date and time, other people present)

Signed (person reporting concern) Date reported: TVCRP Director of Legal & Governance: Date seen: Action Taken:

TYNE VALLEY
COMMUNITY
RAIL PARTNERSHIP



Who should I refer to if:

- **I have a concern about a child or vulnerable adult**
- **I have a concern about the behaviour of a TVCRP member of staff or volunteer in respect of a child or vulnerable adult**
- **A child or vulnerable adult has made a disclosure regarding some form of possible abuse**

Contact Information of the designated officers	Malcolm Chainey chair@tvcrp.org.uk 07976015120 Fiona Forsythe fiona@tvcrp.org.uk 07810885223	
If you are unable to contact a designated officer, you need to decide whether a child or vulnerable adult is in any **imminent** danger of harm.		
If a child or vulnerable adult is in **imminent** danger of harm you should make a referral to either:	**The Police Call 999**	**Northumberland Social Services 01670 536 400 (see page 6 for contact numbers in other local authorities)**
In all cases:	**You must also make a written record of your concern and send it to the designated person within 24 hours**	
If you do not believe a child or vulnerable adult is in imminent harm you should still report your concern to the designated person within 24 hours		