

ICIN's Safeguarding Policy

ICIN is a charity that works to improve the lives of Iraqi Christians displaced inside Iraq and the neighbouring region. It does so by funding projects that are carried out under the care and supervision of the local senior church hierarchy and their appointed representatives. Although in the normal course of events, ICIN personnel do not come in direct contact with vulnerable adults or children in Iraq and the neighbouring region, nevertheless ICIN is committed to safeguarding them and to encouraging its overseas partners to do so, regardless of gender, ethnicity, disability, sexuality or beliefs. For purposes of this policy, a child is anyone under the age of 18.

ICIN, its Trustees and volunteers, believe that Safeguarding is everyone's responsibility and that all ICIN members have a responsibility to safeguard and promote their welfare. Charity Trustees are responsible for ensuring that those benefiting from or working with their charity are not harmed in any way through contact with it. Trustees will also be responsible for assessing at the start of any project whether there are local Adult Safeguarding procedures in place and whether these should take precedence over ICIN's procedures where there are significant differences. The Chair of the Board of Trustees is accountable to Trustees for safeguarding within the organisation, will ensure that a clear framework for the management accountability for safeguarding is in operation and will stay abreast of developments on safeguarding best practice, advise on changes to policy and practice and coordinate Safeguarding audits and reporting.

This policy is available to independent contractors and should be implemented as good practice. While this policy focuses on the workplace responsibilities of staff, the responsibilities to safeguard and promote the welfare of children and vulnerable adults extend to an individual's personal and domestic life.

This policy has been approved and endorsed by the Board of Trustees and will be available on the ICIN website.

An annual audit of safeguarding concerns and any action taken will be conducted annually at the meeting of the Executive Council of the Charity and safeguarding policy and procedures will be reviewed every three years or in the light of significant changes to best practice or legislation.

Approved by Board on	25 Sept 2017	Date of next review	Sept 2018
----------------------	--------------	---------------------	-----------

Definitions

[1] Safeguarding

The term 'safeguarding' refers to inward facing procedures such as awareness raising, reporting concerns, responding appropriately to issues of abuse and exploitation and preventing harm through sound recruitment and safe programming. (*Charity Commission's Strategy for dealing with safeguarding Children and Vulnerable Adults Issues in Charities*, April 2012)

[2] Vulnerable adult

For the purpose of this policy a vulnerable adult is defined as

"anyone over the age of 18 who: is or may be in need of Community Care services by reason of mental or other disability, age or illness and is or may be unable to take care of himself or herself or is unable to protect themselves against significant harm or serious exploitation" *No Secrets*, DOH (2000).

People who may be included in a definition of a Vulnerable Person:

- People with learning disability
- People with physical disabilities
- People with sensory impairment
- People with mental health needs including dementia
- People who misuse substances of alcohol
- People who are physically ill or mentally frail

Service users outside these definitions may also be vulnerable due to low self-esteem, social exclusion, offending history, homelessness, domestic abuse, ethnicity, immigration status etc.

[3] Trustee responsibilities

Trustees of charities which work with children and vulnerable adults have a duty of care to their charity which will include taking the necessary steps to safeguard and take responsibility for those children and vulnerable adults. They must always act in their best interests and ensure they take all reasonable steps to prevent any harm to them. Trustees also have duties to manage risk and to protect the reputation and assets of the charity. [*Charity Commission's Strategy for dealing with safeguarding Children and Vulnerable Adults Issues in Charities*, April 2012]