

Safeguarding Policy

Purpose

Minchinhampton Nkokoto Link (MNL) operates as a small, adult volunteer led organisation which supports Nkokoto and surrounding villages in Tanzania. Our charitable activities are delivered solely in Tanzania in the areas of education, health and agriculture. Primarily we sponsor children to attend school or college and as such the students are vulnerable people who are under the care of the Tanzanian schools. We have a commitment to keep adults and children safe, not only from the Tanzanian community but also our volunteers and any person representing the charity. We also have a responsibility to safeguard our local coordinator in Tanzania and the volunteers and donors in the UK where funds are raised. The purpose of this policy is to provide stakeholders and the public with the overarching principles that guide our approach in doing so.

Lead Trustee

The Chairman of MNL will provide oversight of safeguarding and lead on any incident investigation and reporting.

Applicability

- This policy applies to anyone working on our behalf, including our trustees and volunteers. This procedure will be shared with the MNL local coordinator in Tanzania and the local government contact in Urambo so that our partners in Tanzania are aware of our commitment to safeguarding.
- If MNL engages with any partner organisations, they will be required to have their own safeguarding procedures.
- Safeguarding will be appropriately reflected in other relevant policies and procedures.

Principles

We believe that:

- Nobody who is involved in our work should ever experience abuse, harm, neglect or exploitation.
- We give equal priority to keeping any vulnerable person safe regardless of their age, disability, gender, race, religion or belief, sexual orientation.

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- We all have a responsibility to promote the welfare of all of our beneficiaries, donors and volunteers, to keep them safe and to work in a way that protects them.
- We all have a collective responsibility for creating a culture in which everyone feels safe, and also able to speak up if they have any concerns.
- We must listen to both children and adults, respecting their needs and opinions.

Types of Abuse

Abuse can take many forms, such as physical, psychological or emotional, financial, sexual, radicalisation or institutional abuse, including neglect and exploitation.

Reporting Concerns

- If a crime is in progress, or an individual in immediate danger, call the police, as you would in any other circumstances.
- If you are a beneficiary, or member of the public, make your concerns known to a member of MNL, who will alert the Chairman of the charity.
- For members of the charity, make your concerns known to the Chairman. If you feel unable to do so, speak to a trustee.

Responsibilities

This safeguarding policy will be reviewed biannually (or more frequently if required) by the Committee as a whole as it is our joint responsibility. The review will include:

- Creating a culture of respect, in which everyone feel safe and able to speak up.
- An annual review of safety, with recommendations to the Chairman.
- Oversight of any lapses in safeguarding. Review if any issues were properly investigated and dealt with quickly, fairly and sensitively, and reported to the Police/statutory authorities.
- Review of any safeguarding risk assessments and of any actions taken to minimise these risks. This includes delivery of support in Tanzania and planning of events in the UK.
- Ensuring that all relevant checks are carried out in recruiting volunteers. If any DBS checks are required then ensure that a central register is maintained to ensure that DBS clearances and training are kept up-to-date.
- Listening and engaging, beneficiaries, volunteers, donors and others and involving them as appropriate.
- Responding to any concerns sensitively and acting quickly to address these.

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- Ensuring that personal data is stored and managed in a safe way that is compliant with data protection regulations, including valid consent to use any imagery or video.

Everyone. To be aware of our procedures, be aware of the risks and signs of potential abuse and, if you have concerns, to report these immediately (see above).

Fundraising

We will ensure that:

- Our fundraising material is accessible, clear and ethical, including not placing any undue pressure on individuals to donate.
- We do not either solicit nor accept donations from anyone whom we know or think may not be competent to make their own decisions.
- We are sensitive to any particular need that a donor may have.
- We have permission to display any images on our website or social media accounts, including consent from an individual, parent, etc. We will do this by announcing at any event that photographs may be taken and inviting people to identify themselves to any Committee member if they wish to decline. We will seek permission from our coordinator in Tanzania to use any photographs which they send to MNL.

Working With Other Organisations

In working with other organisations, including any grant making, we will carry out relevant due diligence and have a written agreement that sets out our relationship, the role of each organisation and monitoring and reporting arrangements.

Visiting Tanzania from Minchinhampton

Minchinhampton Nkokoto Link will meet this commitment to safeguarding by:

- Ensuring that a nominated MNL coordinator, government official, teacher or medical professional is with the visitor whenever they are visiting a school, clinic or in the company of any vulnerable person.
- The visitor must treat everyone with respect, dignity and empathy. They will obtain permission from the accompanying person described above before taking photographs of any vulnerable person.

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- It is our policy that if the visitor observes any practice that we believe not to be in compliance with this procedure, then we raise our concerns with the MNL coordinator, government official, teacher or medical professional so that the matter may be dealt with appropriately. The Chairman of MNL will followup to ensure that any concerns have been addressed.
- That all school staff, village council and government officials understand our safeguarding procedure and how to report any concerns.
- Building a safeguarding culture where school staff, village council, government officials and beneficiaries understand how they are expected to behave and to feel comfortable about sharing concerns.

Version No	Approved By	Approval Date	Main Changes	Review Period
1.0	Chairman		Initial draft approved	Biannually or sooner as requested