

# Stuart Road Allotments Society Limited

Founded 1918

*Affiliated to the National Society of Allotment and Leisure Gardeners Ltd.*

## Safeguarding Policy

### 1. Purpose and Scope

The Stuart Road Allotment Society (“the Society”) is committed to providing a safe, inclusive, and respectful environment for all members, visitors, and volunteers.

This policy sets out how we safeguard children, young people, and vulnerable adults on our site in line with the requirements of the London Borough of Southwark.

This policy applies to:

- All members
  - Committee members and volunteers
  - Visitors and guests
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### 2. Safeguarding Principles

The Society adopts the following principles:

- The welfare of children and vulnerable adults is paramount.
  - Everyone has the right to feel safe and protected from harm.
  - Safeguarding is everyone’s responsibility.
  - Concerns must be acted upon promptly.
  - The Society will follow Southwark Council safeguarding procedures.
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### 3. Definitions

- **Child / Young Person:** Anyone under 18.
  - **Vulnerable Adult:** An adult who has care and support needs and may be unable to protect themselves from abuse or neglect.
  - **Safeguarding:** Protecting individuals from abuse, harm, or neglect.
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### 4. Safeguarding Roles and Responsibilities

The Stuart Road Allotment Society is a small, volunteer-led community organisation. We adopt a **proportionate approach to safeguarding**, recognising the relatively low level of structured activity involving children and vulnerable adults, while ensuring appropriate safeguards are in place.

#### **Safeguarding Lead**

The Society will appoint a **Safeguarding Lead**, who may be a Committee member, including the Chair. The Safeguarding Lead is responsible for:

- Acting as the main point of contact for safeguarding concerns
- Receiving and responding to concerns raised by members or visitors
- Maintaining a simple, confidential record of concerns
- Referring concerns to appropriate agencies, including Southwark safeguarding services, where necessary

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### **Deputy Safeguarding Contact**

Where possible, the Society will nominate a **Deputy Safeguarding Contact** (another Committee member) to:

- Provide support to the Safeguarding Lead
- Act as an alternative contact if the concern involves the Safeguarding Lead or they are unavailable

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### **Committee Responsibilities**

The Committee as a whole will:

- Ensure this safeguarding policy is in place and reviewed annually
- Promote a culture of respect, safety, and inclusion on the allotment site
- Ensure safeguarding concerns are taken seriously and acted upon appropriately

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### **Members and Site Users**

All members and visitors share responsibility for safeguarding and are expected to:

- Behave in a respectful and considerate manner
- Supervise any children in their care at all times
- Report any safeguarding concerns promptly to the Safeguarding Lead or Deputy

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## **5. Safeguarding Awareness and Training**

The Society does not require formal safeguarding qualifications. However:

- The Safeguarding Lead and Deputy will maintain **basic safeguarding awareness**, including:
  - Recognising signs of abuse or neglect
  - Understanding how to respond to disclosures
  - Knowing how to contact relevant services
- This may be achieved through:
  - Online guidance or short training courses
  - Information provided by Southwark Safeguarding Children Partnership or similar bodies

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## **6. Safeguarding Statement**

The Society does not provide regulated activities or formal supervision of children or vulnerable adults. Safeguarding arrangements are therefore designed to be **appropriate and proportionate** to:

- The informal and community-based nature of the allotment site
- The expectation that parents, guardians, or carers remain responsible for those in their care

However, the Society will take **all safeguarding concerns seriously** and act promptly where risks are identified.

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## 7. Safeguarding Procedures

### Recognising Concerns

Concerns may arise through:

Observations of behaviour  
A disclosure from an individual  
Signs of neglect, distress, or injury

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### Responding to Concerns

If a concern arises:

Stay calm and listen carefully  
Do not promise confidentiality  
Record the facts (date, time, details)  
Report to the Designated Safeguarding Lead immediately

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### Escalation – Southwark Contacts

If a child or vulnerable adult is in immediate danger, call **999**.

#### Children (Southwark)

- Multi-Agency Safeguarding Hub (MASH)
- Tel: **020 7525 1921 (Mon–Fri, 9–5)**
- Out of hours: **020 7525 5000**
- Email: **MASH@southwark.gov.uk**

These services coordinate safeguarding concerns about children across agencies. ([safeguarding.southwark.gov.uk](https://safeguarding.southwark.gov.uk))

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#### Adults (Southwark Adult Social Care)

Depending on needs:

- Physical disability / over 65: **020 7525 3324**
  - Mental health: **020 7525 0088**
  - Learning disability: **020 7525 2333**
  - Email routes are available for each service. ([safeguarding.southwark.gov.uk](https://safeguarding.southwark.gov.uk))
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## **Allegations Against Members**

If a concern involves a member or volunteer:

- Report to the DSL or Committee immediately
  - External advice may be sought from Southwark safeguarding teams
  - The Society will act fairly and promptly
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## **7. Confidentiality and Record Keeping**

- Information will be shared on a **need-to-know basis only**
  - Records will be stored securely by the DSL
  - Data will be handled in line with UK GDPR
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## **8. Activities Involving External Groups**

Where third parties (e.g., schools or community groups) use the site:

- They must have their own safeguarding policies
  - Responsibilities must be clearly agreed in advance
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## **9. Health and Safety**

The Society recognises safeguarding overlaps with site safety. We will:

- Maintain safe infrastructure and access routes
  - Identify hazards
  - Promote safe gardening practices
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## **10. Policy Review**

This policy will be reviewed:

- Annually
  - After any safeguarding incident
  - Following changes in legislation or guidance
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## **11. Key Contacts**

### **Designated Safeguarding Lead:**

Midge Cameron (Chair – Stuart Road Allotment Society)  
[stuartroadallotmentsociety@gmail.com](mailto:stuartroadallotmentsociety@gmail.com)

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## **Approval**

Approved by the Committee of Stuart Road Allotment Society

Date: