



Craven Arts Safeguarding Policy

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1. The purpose of this policy statement is:

To protect children, young people and adults at risk who receive Craven Arts services from harm.

Craven Arts believe that everyone, without exception, has the right to protection from abuse, harassment or any kind of harm.

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from [Children and the law | NSPCC Learning](#)

The following policy and the responsibilities it states applies to all staff, including the board of trustees, tutors, volunteers, artists, contractors, or anyone working on behalf of Craven Arts and is approved by our board of Trustees.

Children, young people and vulnerable adults' access and engage with Craven Arts on a regular basis, as visitors, audience members and workshop participants. Due to the nature of the work of Craven Arts, and the communities we engage with, it is important that we have these policies and procedures to follow to prevent abuse.

We will

- make the environment as safe as possible for children, young people and adults at risk
- ensuring children, young people and adults at risk are properly supervised by the right people

2. Definitions

A child/young person is defined as anyone under eighteen.

An adult at risk is defined in the 'No Secrets' government report as a person over 18 "who may be in need of community care services by reason of mental or other disability, age or illness; and who is unable to protect him or herself against significant harm or exploitation."

3. Safeguarding Principles

We believe that:

- Children, young people, and adults at risk should never experience abuse of any kind and that we have a responsibility to promote their welfare, to keep them safe and to practise in a way that protects them.

We recognise that:

- The welfare of children, young people and adults at risk is paramount in all the work we do and in all the decisions we take.
- Working in partnership with parents, carers and other agencies is essential in promoting children, young people and adults at risk welfare.
- all children, young people and adults at risk, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children, young people and adults at risk are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues and that extra safeguards may be needed to keep those who are additionally vulnerable safe from abuse.

We will seek to keep these groups and our community safe by:

- valuing, listening to, and respecting them
- appointing a Designated Safeguarding Lead (DSL) for children, young people and adults at risk, and a lead trustee/board member for safeguarding
- adopting safeguarding best practice through our policies, procedures
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance
- making sure that children, young people and adults at risk and their families know where to go for help if they have a concern

- using our safeguarding procedures to share concerns about children, young people and adults at risk. Sharing relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people and adults at risk, staff, and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people and adults at risk and their families, treat each other with respect and are comfortable about sharing concern

4. Preventing and Recognising Abuse

Craven Arts is committed to putting in place measures to reduce the likelihood of abuse taking place within the services it offers and that everyone will be treated with respect.

Craven Arts is committed to ensuring that all staff, volunteers and freelancers undertake training to gain a basic awareness of signs and symptoms of abuse.

5. Forms of abuse

Abuse is mistreatment by any other person or persons that violates a person's human and civil rights. The abuse can vary, from treating someone with disrespect in a way that significantly affects the person's quality of life, to causing actual physical suffering.

- Physical abuse such as: hitting, pushing, pinching, shaking, misuse of medication, scalding, inappropriate restraint, hair-pulling.
- Sexual abuse such as: rape or sexual assault; sexual acts to which the adult at risk has not or could not have consented, or to which they were pressurised into consenting or encouraging people to watch inappropriate materials.
- Psychological or emotional abuse such as: threats of harm or abandonment; deprivation of social or any other form of contact; humiliation, blaming, controlling, intimidation, coercion, or harassment; verbal abuse; prevention from receiving services or support.
- Financial or material abuse such as: theft; fraud or exploitation; pressure in connection with wills, property, or inheritance; misuse of property, possessions, or benefits.
- Neglect or acts of omission such as: ignoring medical or physical care needs; preventing access to health, social care, or educational services; withholding the necessities of life, such as food, drink, or heating.
- Discriminatory abuse such as that based upon a person's race, sexuality, or disability, any other forms of harassment or slurs.

- Domestic violence – all forms of abuse can be experienced in a family setting by a partner, family member, or with someone with whom there is a relationship.
- Institutional abuse and poor practice – disrespect and unethical practice, ill treatment, and professional misconduct.

6. Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents:

- dealing with disclosures and concerns
- managing allegations against staff, volunteers or anyone representing Craven Arts
- recording concerns and information sharing
- child protection records retention and storage
- code of conduct for staff and volunteers
- behaviour codes for children and young people
- photography and sharing images guidance
- safer recruitment
- online safety
- anti-bullying
- managing complaints
- whistleblowing
- health and safety
- induction, training, supervision, and support
- adult to child supervision ratios.

7. Further Guidance and Support

[North Yorkshire Safeguarding Children Partnership](#)

To access the on-line Referral Form to North Yorkshire Children's Social Care, click on the following link:

[NYSCP](#)

[North Yorkshire Safeguarding Adults Board](#)

To access the on-line Safeguarding Adults Alerter Form click on the following link:

[NYSAB](#)

8. Designated Leads

Selina McGonagle is Craven Arts Designated Safeguarding Lead (DSL). Selina McGonagle can be reached via 07903 939207 or info@cravenarts.co.uk

Carolyn Hird-Rogers is Craven Arts Trustee Designated Safeguarding Lead (TDSL). Carolyn Hird-Rogers can be reached via 07752 023128

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: Thursday 15th January 2026

This policy will be reviewed on in January 2027



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Children, young people and adults at risk, access and engage with Craven Arts on a regular basis, as visitors, audience members and workshop participants. Due to the nature of the work of Craven Arts, and the communities we engage with, it is important that we have these policies and procedures to follow to prevent abuse.

Email info@cravenarts.co.uk for the full document.

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We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: Thursday 16th January 2026

The policy will be reviewed again in January 2027