

The Friends of King Henry's Walk Garden - Safeguarding Policy for Children

Trigger Warning: This policy describes: types of abuse and harm and how children might become at risk in the garden. It might trigger unwelcome or distressing memories or thoughts.

This is the **Safeguarding Policy for Children for Friends of King Henry's Walk Garden**. We also have a Safeguarding Policy for Vulnerable Adults. Both policies are there to ensure we are proactively considering how we keep children, young people and vulnerable adults safe from abuse, harm or distress as a result when visiting our garden, in whatever capacity.

Trustees are responsible for ensuring that these policies are implemented. They should:

- Appoint a designated safeguarding lead
- Ensure that everyone identified in this policy as having a role in safeguarding understands their roles and that this is communicated in relevant policies. This includes- those organising or stewarding activities, events and workshops (whether management committee members, third party organisers or third party hirers) plotholders on duty, those taking photographs on behalf of the garden, and those responsible for data entry and management and parents of any children under 16 in the garden)
- Keep both policies under review
- Identifying actions that support the implementation of the policies

The two policies help us to create a safeguarding culture where everyone is focused on keeping children and vulnerable adults safe. This goes hand in hand with creating a safe physical environment by applying health and safety measures in accordance with the law and regulatory guidance.

Purpose of the safeguarding policy for children

The Friends of King Henry's Walk Garden want to ensure that everyone visiting the garden can do so safely.

Children and young people should never experience abuse of any kind. We have a responsibility to promote the welfare of children and young people, to keep them safe and run the garden in a way that protects them. All children, 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 are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues. Extra safeguards may be needed by parents, carers or those accompanying them to keep children who are additionally vulnerable safe from abuse..

This policy sets out:

- **Background:** who we are, what we do and how we are run
- **The scope of this policy:** in terms of those at risk and those who might cause abuse or harm
- **Definitions:** the types of abuse that we need to be aware of when safeguarding
- **Safeguarding risks and preventative actions:** the risks we need to manage in the garden and actions we need to take to prevent these risks
- **Actions we will take if there is an allegation against a plotholder, employee, volunteer, visitor or contractor of the garden**
- **Our duty of care to act if we are concerned about a child being at risk outside of the garden because of something that is witnessed in the garden**
- **Embedding and learning:** how safeguarding is embedded across organisational policy and how it will be kept under review
- **Relevant policies** that support safeguarding
- **Key contacts and the designated safeguarding lead**
- **Legislation**

Background

Who we are

The **The Friends of King Henry's Walk Garden** is a Charitable Incorporated Organisation (Association). Our charitable objectives are about **supporting wellbeing through access to leisure and recreation, advancing education, managing community gardens and acting as a resource for young people up to 25**. We run King Henry's Walk Garden, a community garden, off King Henry's Walk in Islington. The Garden has a small annual income of about £15,000 and is run by volunteers, with support from Islington Council.

In delivering our objectives, sustainability and access run through all that we do. Our focus is on our local community, and we seek to maximise the contribution of Members to the running of, and maintenance of the garden.

How we are run

Friends of King Henry's Walk Garden is a Charitable Incorporated Organisation (Association) governed under its Constitution. Trustees up to a maximum of seven are elected by members at Annual General Meeting. Trustees are responsible for decision-making, legal compliance, the budget and financial performance, risk and mitigation. They delegate day to day tasks relating to running the garden to a management committee. Trustees and the Management Committee are generally drawn from our Members, although we may recruit from outside membership for specific skills set when needed. We have two types of Members:

- Plot Holders have to live within a catchment (there are some exceptions). They pay a small annual fee and commit to carrying out specific duties during the year; the garden usually operates a waiting list of a few years.
- Key Holders do not have to live within a catchment and pay a small annual fee

There is an annual Members meeting when the Management Committee and Board of Trustees are appointed.

The garden

The garden contains **growing plots for cultivation by local residents, communal spaces and flower beds, a pond and a woodland**. There is an accessible toilet and a few small storage spaces, a toolshed (which is padlocked- plotholders have a code- and it may be open at times when there is high use of tools), a greenhouse and a hut. The woodland is only open when the garden is open to the public and for structured activities run by The Garden Classroom. Hirers can request use of the woodland.

People use the garden in a range of ways and these scenarios are fully considered in the section on safeguarding risks and actions needed.

Scope of this policy

Who we need to protect

The Safeguarding Children Policy is focused on Children. In England, for safeguarding and child protection, a child is defined as anyone who has not yet reached their 18th birthday. This includes a 16 year old who is living independently. This covers all children in the garden whether they are coming to a workshop, are the child of a Member or are visiting when the garden is open to the public.

Who could pose a risk in the garden

The child could be at risk from any adult in the garden and - including (but not exhaustive) an adult who is responsible for them, a workshop facilitator, a visitor, a Member, a Member of the management committee or trustee board, a volunteer. The child could also be at risk from another child.

The scenarios where a child could be at risk

This safeguarding policy considers the risks to children engaging in any of the activities identified above.

The child could be at risk from an adult or another child who is in contact with them during an activity, or who is also in the garden at the same time, or who makes contact with them afterwards. The child could also be at risk if their data is breached.

Concerns about a child who might be at risk of abuse

The policy also identifies the actions needed if trustees are concerned about a child who might be at risk of abuse outside of the garden, including by someone known to them or in their own household.

Definitions - Understanding types of abuse and harm

When a child is intentionally harmed by an adult or another child – it can be over a period of time but can also be a one-off action.

It can be physical, sexual or emotional and it can happen in person or online. It can also be a lack of love, care and attention – this is called neglect.

Find out more about the signs and impact of abuse on the NSPCC website:
<https://learning.nspcc.org.uk/child-abuse-and-neglect>

Physical abuse

Physical abuse is when someone hurts a child or young person on purpose. Physical abuse is defined as deliberately hurting a child and causing physical harm (Department of Health, 2017; Department for Education, 2023; Scottish Government, 2023; Wales Safeguarding Procedures Project Board, 2020). It includes injuries such as: bruises, broken bones, burns and cuts.

Sexual abuse

Sexual abuse is when a child is enticed or forced to take part in sexual activities. This kind of abuse does not always involve a high level of violence and the child may or may not be aware of what is happening. The abuse may be committed by adult men and women, or by other children.

Another form of sexual abuse is [child sexual exploitation](#).

Emotional abuse

Emotional abuse is the ongoing emotional maltreatment of a child, which can have a severe and persistent negative effect on the child's emotional health and development. Emotional abuse happens in many different ways. It can affect how a young person or child feels about themselves, or how they fit in. It is also known as psychological abuse.

Neglect

Neglect is when a child or young person's basic needs are persistently not being met by their parent or guardian. It is a form of child abuse that can have serious and long-lasting impacts on a child's life - it can cause serious harm and even death. The four main types of neglect are physical neglect, educational neglect, emotional neglect and medical neglect.

Online abuse is any type of abuse that happens on the internet, facilitated through technology like computers, tablets, mobile phones and other internet-enabled devices

Domestic abuse is any type of controlling, coercive, threatening behaviour, violence or abuse between people who are, or who have been in a relationship,

regardless of gender or sexuality. Domestic abuse always has an impact on children. Being exposed to domestic abuse in childhood is child abuse. Children and young people may experience domestic abuse both directly and indirectly.

Safeguarding risks and preventative actions

Take action to safeguard children from abuse and harm in the garden, by someone else in the garden who is not known to them.

The garden is a space **where children under 16 are expected to be accompanied by parents, carers or an adult who is responsible for them**. The only exception to this will be when the Garden Classroom is running activities for schools, in which case they will ensure that there is a professional adult is taking on the role and responsibilities of a parent (eg a teacher or youth worker).

The Garden Classroom (TGC) is a key partner who run activities for schools and members of the community in the garden all year. They have full safeguarding policies which The Garden keeps this under review. safeguard children from abuse and harm in the garden

There are range of activities in the garden and the specific risks and actions needed are identified below. These are all based on the principle that children under 16 are accompanied by an adult, and that adult supervises them whilst they are in the garden.

We understand that children are most likely to be at risk from someone known to them- see next section.

Organised activities

Type of activity	Actions
<p>A programme of education, workshops and events are run from the garden in line with our charitable objectives.</p> <p>Programmes are run throughout the year by The Garden Classroom, directly by</p>	<p>For any educational activity, workshop or event involving children, whether run by a third party or by the garden, the following is required:</p> <ul style="list-style-type: none"> - children under 16 attending should be brought into the garden and accompanied by a parent or carer, or responsible adult sent by the parent / carer unless there is a professional adult is taking on the role and responsibilities of a parent (eg a teacher or youth worker). - A risk assessment must be undertaken for all educational activities, workshops and events and should consider safeguarding risks.

<p>the Garden and also by private hirers.</p>	<p>We will not approve activity that involves unaccompanied children coming into the garden.</p> <p>Those who are organising activities, workshops or events should ensure that unaccompanied children under 16 are not coming into the garden. This applies to any activity whether organised by the garden (e.g work sessions) or hires.</p> <p>Those on duty when the garden is open to the public and those on the gate at events should also try to ensure that children over 16 are not coming in unaccompanied.</p> <p>For any programme that involves children run by a third party we ask for the safeguarding policy and risk assessment.</p> <p>The Garden Classroom (TGC) is a key partner- as outlined above.</p>
<p>There are regular monthly volunteer days organised by the management committee. Anyone can attend these - you do not have to be a Garden member.</p>	<p>We state that children under 16 must be accompanied by a parent or carer or another responsible adult sent by the parent / carer.</p>

Community events

Type of activity	Actions
<p>The Garden holds a number of community events during the year that are a way for the local community to come together- these attract a few hundred people each time..</p>	<p>We state that children under 16 must be accompanied by a parent or carer or another responsible adult sent by the parent / carer.</p>

Visits to the garden

Type of activity	Actions
<p>The Garden is generally open to the public on Saturdays between 12pm and 4pm, and, from May to September, also on Sundays between 12pm and 4pm.</p> <p>Children under 16 must be accompanied by an adult. Plotholders staff the garden during the public open hours.</p> <p>The gate is propped open during this time. No one is monitoring entry or exit. Anyone can enter or exit during this time.</p>	<p>Garden rules state that children under 16 must be accompanied by an adult. Adults are responsible for supervising their children, making sure that they know where they are and that they do not leave the garden without them knowing when the gate is open.</p> <p>The woodland is open only when the garden is open to the public, when The Garden Classroom are running an organised activity or when the Garden is holding an event, such as the Summer Fete or Winter Fair.</p> <p>The garden rules state that the garden is only open from dawn to dusk which helps keep everyone safe.</p> <p>Children over 16 can come to the garden on their own, but we recognise that they are still children and that any risks or concerns should be reported appropriately (see below)</p>

Parties and events

Type of activity	Actions
<p>The garden and hut can be hired by members of the public for small parties and events.</p>	<p>Hire rules state that children under 16 must be accompanied by an adult.</p>

Self organised groups

Type of activity	Actions
Occasionally we may allow a member to self organise a group for vulnerable adults free of charge, if it meets our charitable objectives and supports the beneficiaries in our constitution (Islington residents)	An internal policy on visits is needed and will address safeguarding issues.

Data breach

Type of activity	Actions
Personal data is collected and maintained for membership and workshop bookings. This may include details of an under 16 year old child attending a workshop.	Any personal data - including membership data and workshop bookings data should be kept in the secure drive (khwg100) and on the secure event management system on the wordpress.

Photography is taken on behalf of the garden for instagram, the newsletter and other marketing purposes.	<p>There is a note in the noticeboard outside the garden:</p> <p><i>Please be aware that photographs are taken in the garden, and events may be filmed, for publicity and promotion purposes. They appear in all media including on our website and social media, and in magazines and newspapers.</i></p>
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	<p><i>Visitors and members may appear in large or small groups or be photographed individually. Parents will be asked before children are photographed. Please let us know on entering the garden if you do not wish to be photographed.</i></p> <p>Anyone taking photographs on behalf of the garden is responsible for ensuring that permission is sought before taking photographs of children.</p>
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Our duty of care to act if we are concerned about a child being at risk of harm by someone known to them or in their household

We have a duty of care also to look out for any signs that a child who is visiting the garden is at risk of harm by someone known to them or in their household. This could be if we see something that concerns us in the garden or signs of abuse happening outside of the garden.

This policy includes a link to the NSPCC resource about spotting signs of abuse which we expect all trustees to understand.

The garden is run by volunteers rather than being “staffed” and so the role of members, the management committee or trustees in this form of oversight is very limited.

If there are specific immediate concerns the police should be contacted on 999.

If a trustee, management committee member, volunteer has concerns:

Child safeguarding or protection concerns should be referred to Islington Council's Children's Social Care, 0207 527 7400 (all hours).

The NSPCC Helpline has a mobile phone texting service which will allow members of the public to contact the Helpline by texting 88858. On receipt of the text, the Helpline will send an immediate automated confirmation response and then a specific response to their enquiry from a Helpline practitioner within three hours. Members of the public can use the text service to seek advice and assistance and also to report concerns that may need follow up action or investigation.

Actions we will take if there is an allegation against a garden member, an employee, volunteer, visitor or contractor of the garden

All concerns about anyone working with the garden in a paid or voluntary capacity should be reported immediately to the designated safeguarding lead. It is the responsibility of this designated safeguarding lead to report allegations to, and otherwise liaise with, the local authority designated officer (LADO) who has the



responsibility to manage and have oversight of allegations against people who work with children

The DSL will liaise with the Local Authority Designated Officer (LADO) who will manage any allegation in line with Islington's Allegations Made Against Staff Process, appended here.

The safeguarding Lead will also report the incident in writing to the Trustees, and all reports will be reviewed in trustee meetings.

Embedding and learning

Trustees will agree actions to support the embedding and implementation of this policy and the following types of actions which will be required:

Training - the designated lead will attend training and trustees will decide who else attends and how often

Review of other policies that need to reference safeguarding

Continuous improvement of practices

Ensuring oversight in trustee and management committee meetings

This policy will be reviewed annually

Relevant policies that this policy is aligned to:

- Trustees Code of Conduct
- Garden Rules
- Membership policy
- Privacy Notice
- Child protection policy
- Complaints procedure
- Conflict of interest policy
- Volunteer policy statement
- Health and safety policy
- Equality & Diversity policy

Key contacts

Designated safeguarding lead - Jenny Morgan

Alternative contact- Simon Shaw

Contact Jenny and Simon at info@khwg.org.uk marking title of email "For attention of Safeguarding Lead"



The local authority safeguarding team and how to report a safeguarding concern to them:

When there is an allegation that any person who works with children, in connection with their employment or voluntary activity, contact the Council's LADO: Islington's LADO is Timur Djavit, Service Manager Children Protection. LADO@islington.gov.uk or call 020 7527 8102.

If you are worried about a child being at risk of abuse, contact Children's Services Contact Team (CSCT) on 0207 527 7400.

Local police non-emergency number - 101

Legislation

A summary of the key legislation and guidance is available from nspcc.org.uk/childprotection.

- Children Act 1989
- United Convention of the Rights of the Child 1991
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Relevant government guidance on safeguarding children (including Keeping Children Safe in Education 2021).
- [Working Together to Safeguard Children 2018 \(updated December 2023\)](#)

Resources

https://www.farmgarden.org.uk/system/files/safeguarding_checklist.pdf

<https://learning.nspcc.org.uk/safeguarding-child-protection/voluntary-community-groups>

<https://www.nspcc.org.uk/what-is-child-abuse/spotting-signs-child-abuse/>

Why we need separate polices for adults and children's explanation [here](#)

<https://www.islingtonscp.org.uk/>

<https://commonslibrary.parliament.uk/research-briefings/sn06793/>

<https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees#safeguarding-children-or-adults-at-risk>

<https://www.ncvo.org.uk/help-and-guidance/safeguarding/specialist-guides/specific-aspects/talking-about-safeguarding/common-terminology/a-b/>