



SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY

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1. PURPOSE

At **The Bomb Factory Art Foundation Ltd (TBFAF)**, we are committed to ensuring the protection and safety of everyone involved in our programmes, including children, young people, and vulnerable adults. This policy outlines our approach to safeguarding and is informed by national safeguarding legislation and guidelines, including *Working Together to Safeguard Children* (2018), the *Care Act 2014*, and the *Safeguarding Vulnerable Groups Act 2006*. This policy applies to all staff, artists, contractors, and volunteers to support them in their work.

2. DEFINITIONS

Children and Young People

- **Children** are defined as anyone under the age of 18, as per the *Children Act 1989 and 2004*.
- Safeguarding involves protecting children from harm, ensuring their healthy development, and helping them achieve the best outcomes, in line with *Working Together to Safeguard Children* (2018).

Vulnerable Adults

A vulnerable adult is someone over 18 who:

- Requires care and support,
- Is at risk of abuse or neglect, and
- Is unable to protect themselves due to their care needs.

This definition is consistent with the *Care Act 2014*.

This policy applies to all staff, volunteers, service users, visitors, and contractors.

3. SAFEGUARDING PRINCIPLES

At TBFAF, we adopt a **zero-tolerance** approach to abuse and adhere to the following six key safeguarding principles, in line with national guidance including *Working Together to Safeguard Children (2018)*, the *Care Act 2014*, and the *Safeguarding Vulnerable Groups Act 2006*:

- **Empowerment** – Individuals are encouraged to make their own decisions and give informed consent.
- **Prevention** – We aim to act before harm occurs, identifying early help where necessary.
- **Proportionality** – We respond in the least intrusive way, respecting the individual’s autonomy.
- **Protection** – We provide support to those most in need and work in partnership with local services to protect children and vulnerable adults.
- **Partnership** – TBFAF works closely with local safeguarding boards, local authorities, and statutory agencies to ensure that safeguarding is a shared responsibility.
- **Accountability** – We maintain transparency and ensure all staff are accountable in detecting and preventing neglect and abuse.

In accordance with the **Safeguarding Vulnerable Groups Act 2006**, TBFAF ensures that staff, volunteers, and artists working in regulated activities with children or vulnerable adults have up-to-date **Disclosure and Barring Service (DBS)** checks, renewed every three years. We will not employ or engage anyone who is barred from working with these groups.

4. SAFEGUARDING PROCEDURES

At TBFAF, we are committed to making safeguarding **personal** and ensuring that all staff, volunteers, and artists understand their responsibilities, as outlined in *Working Together to Safeguard Children (2018)* and the *Care Act 2014*. Our procedures include:

- **Safeguarding Training:** TBFAF provides safeguarding training for all staff, volunteers, and artists to ensure they are aware of their roles and responsibilities.
- **Appointment of Safeguarding Leads:** TBFAF has appointed a **Safeguarding Lead Trustee** and a **Designated Team Leader** responsible for addressing safeguarding issues.
- **Reporting Procedures:** Any suspicions or allegations of abuse must be reported immediately to the relevant local authority and statutory bodies, in accordance with our **Complaints Policy and Procedures**.

- **DBS Checks:** All staff and volunteers engaged in **regulated activity** with children or vulnerable adults, as defined by the *Safeguarding Vulnerable Groups Act 2006*, must undergo enhanced DBS checks. These are renewed every three years and comply with data protection regulations.
- **Multi-Agency Working:** TBFAF recognises the importance of working with local safeguarding partners, such as local authorities, schools, health professionals, and the police, to ensure a coordinated response to safeguarding concerns.
- **Risk Assessments:** TBFAF will routinely conduct risk assessments for all venues and activities involving children and vulnerable adults. This ensures the safety, wellbeing, and accessibility of all participants.

5. DIFFICULT/DANGEROUS CIRCUMSTANCES

We recognise that some vulnerable adults may choose to remain in unsafe situations. While we will do our best to mitigate risks, we respect individual choices, as per the **Mental Capacity Act 2005**. In these cases, TBFAF will still endeavour to provide support and work with local authorities to ensure the individual is protected as much as possible within the legal framework.

6. CONSENT AND DECISION-MAKING

TBFAF operates in line with the **Mental Capacity Act 2005**, which is based on five key principles:

1. **Presumption of capacity:** All adults are assumed to have capacity unless proven otherwise.
2. **Support to make decisions:** Individuals are provided with the necessary support before concluding they lack capacity.
3. **Right to make unwise decisions:** Individuals may make decisions that others might see as unwise.
4. **Best interests:** Any action taken on behalf of someone without capacity must be in their best interests.
5. **Least restrictive option:** Actions must be the least restrictive of individuals' rights and freedoms.

7. MONITORING AND REVIEW

The **Trustee Safeguarding Lead** will oversee all cases referred under this policy, and the policy will be reviewed and updated annually by the **Board of Trustees**. Any significant safeguarding concerns will be reported to local statutory bodies, such as local authorities and police, in line with the procedures outlined in *Working Together to Safeguard Children* and the *Care Act 2014*.

Staff and volunteers with safeguarding responsibilities will receive annual refresher training to remain updated on best practices.

8. TRIGGER WARNING SYSTEM

At The Bomb Factory Art Foundation Ltd (TBFAF), we recognise the importance of safeguarding all individuals involved in our programmes, including those working with us. To ensure a supportive environment, we implement the following trigger warning measures:

Identification of Content:

All staff, artists, and volunteers must identify and disclose any potentially triggering content in their work or exhibitions, including themes related to violence, abuse, and mental health.

Providing Trigger Warnings:

Clear trigger warnings will be communicated to all staff, volunteers, and artists prior to exhibitions or events. This includes appropriate signage, verbal announcements, and digital communications to inform everyone involved.

Making Necessary Adjustments:

If any participant, including staff and volunteers, expresses concerns about the content, TBFAF will make reasonable adjustments. This may involve altering viewing arrangements or offering support during interactions with the artwork.

Communication Protocol:

We encourage all staff and artists to discuss potential triggering content with the Safeguarding Lead or Designated Team Leader. This ensures appropriate measures are in place to support individuals who may be affected.

Training and Awareness:

All staff and volunteers will receive training on identifying and addressing triggering content to maintain a safe and respectful atmosphere for everyone involved.

By implementing this trigger warning system, TBFAF is committed to safeguarding the wellbeing of all individuals working with us while fostering an environment that respects artistic expression.

Historical Context of Our Name:

At The Bomb Factory Art Foundation, we recognise that our name may be viewed as problematic or may raise concerns. We wish to emphasise to children and vulnerable adults that the name "Bomb Factory" originates from our original location in Archway, North London, a former munitions factory. This building stood undamaged during the bombings of World War II, symbolising resilience and endurance. This history reflects our mission to create impactful art that withstands the test of time, regardless of challenges.

8. DISSEMINATION OF THE POLICY

This policy and our **Code of Conduct** will be shared with all staff, volunteers, and artists during induction and training. The policy will also be available to parents, guardians, schools, external clients, and contractors on our website. Where relevant, references will be made to statutory guidance including *Working Together to Safeguard Children (2018)* and the *Care Act 2014*.

KEY CONTACTS

If you have a safeguarding concern, please contact one of the following individuals at TBFAF:

- **Letizia Fraternali - Programmes**
- **Evangeline Armstrong -**
- **Pallas Citroen -**
- **India Harrison Peppe**

Other important contacts include local safeguarding authorities, police, and health professionals:

For Holborn & St Pancras:

- **Camden Safeguarding Children Partnership (CSCP):**

Telephone: 020 7974 3317

Email: LBCMASHadmin@camden.gov.uk

Out of Hours Emergency: 020 7974 4444

- **Camden Adult Safeguarding Team:**

Telephone: 020 7974 4000 (Option 1)

Email: adultsocialcare@camden.gov.uk

Out of Hours Emergency: 020 7974 4444

For Westminster:

- **Westminster Safeguarding Children Partnership:**

Telephone: 020 7641 4000

Email: accesstochildrensservices@westminster.gov.uk

Out of Hours Emergency: 020 7641 6000

- **Westminster Adult Safeguarding Team:**

Telephone: 020 7641 2176

Email: adultsocialcare@westminster.gov.uk

Out of Hours Emergency: 020 7641 6000

For Islington:

- **Islington Safeguarding Children Partnership (ISCP):**

Telephone: 020 7527 7400

Email: csctreferrals@islington.gov.uk

Out of Hours Emergency: 020 7226 0992

- **Islington Adult Safeguarding Team:**

Telephone: 020 7527 2299

Email: access.service@islington.gov.uk

Out of Hours Emergency: 020 7226 0992

For Chelsea and Kensington:

- **Royal Borough of Kensington and Chelsea Safeguarding Children Partnership:**

Telephone: 020 7361 3013

Email: socialservices@rbkc.gov.uk

Out of Hours Emergency: 020 7361 3013

- **Royal Borough of Kensington and Chelsea Adult Safeguarding Team:**

Telephone: 020 7361 3013

Email: socialservices@rbkc.gov.uk

Out of Hours Emergency: 020 7361 3013

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