

Black Tri Tribe Safeguarding Policy

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Approved by: Kelly Smith, Director / Founder

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1. Introduction

Black Tri Tribe is committed to creating a safe, inclusive and supportive environment for everyone who takes part in our activities. We recognise that safeguarding is essential to all of our work and that children, young people and adults at risk must be protected from abuse, harm, neglect, bullying, discrimination and exploitation.

This policy sets out our commitment to safeguarding and explains how concerns will be identified, reported and responded to across all Black Tri Tribe activities.

2. Policy Statement

Black Tri Tribe is committed to safeguarding and promoting the welfare of all children, young people and adults at risk who engage with our organisation. We believe that everyone has the right to take part in sport and community activity in a safe and positive environment.

We will take all reasonable steps to:

- protect children, young people and adults at risk from harm
- create a safe and inclusive culture across all activities
- respond seriously, appropriately and promptly to any safeguarding concern
- work with parents, carers and statutory agencies where needed
- ensure that staff and volunteers understand their safeguarding responsibilities

3. Purpose

The purpose of this policy is to:

- establish a clear framework for safeguarding within Black Tri Tribe
- promote the safety and wellbeing of all participants
- define safeguarding roles and responsibilities
- provide clear guidance on recognising, reporting and responding to concerns
- support safe, inclusive and respectful practice across all activities

4. Scope

This policy applies to all staff, volunteers, coaches, facilitators, committee members, sessional workers and anyone acting on behalf of Black Tri Tribe.

It applies to all Black Tri Tribe activities, including:

- swimming
- cycling
- walking
- hiking
- running
- triathlon events
- workshops

- community sessions
- holiday activities
- any other organised Black Tri Tribe programmes or events

5. Legal Framework

This policy is guided by relevant safeguarding legislation and good practice, including the Children Act 1989 and 2004, the Care Act 2014, Working Together to Safeguard Children, and other relevant safeguarding guidance in England.

6. Key Principles

Our safeguarding approach is based on the following principles:

- **Welfare first:** the welfare of the child, young person or adult at risk is paramount
- **Inclusion:** safeguarding applies to everyone, regardless of age, disability, race, gender, religion, sexual orientation or background
- **Respect:** all participants should be treated fairly, with dignity and respect
- **Listening:** concerns raised by participants, families, staff or volunteers will be taken seriously
- **Accountability:** all staff and volunteers have a duty to act on safeguarding concerns
- **Confidentiality:** information will be shared only on a need to know basis and in line with safeguarding duties

7. Roles and Responsibilities

Designated Safeguarding Lead for Children

Penny Smith

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Designated Safeguarding Lead for Adults

Barbara Smith

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The Designated Safeguarding Leads are responsible for:

- receiving and recording safeguarding concerns
- advising staff and volunteers on safeguarding issues
- deciding when concerns need to be referred to children's social care, adult social care or the police
- ensuring safeguarding records are stored securely
- reviewing and updating this policy annually
- promoting safe practice across the organisation

Director / Founder

Kelly Smith

The Director / Founder is responsible for:

- supporting the implementation of this policy
- ensuring safeguarding is embedded in delivery and planning
- responding appropriately where concerns involve staff or volunteers
- making sure safeguarding responsibilities are clearly understood

All staff, volunteers and sessional workers

All staff, volunteers and others working on behalf of Black Tri Tribe must:

- read, understand and follow this policy
- complete safeguarding training relevant to their role
- report safeguarding concerns immediately

- maintain appropriate professional boundaries
- act in the best interests of children, young people and adults at risk
- support a safe, respectful and inclusive environment

8. Recruitment Procedure

Black Tri Tribe is committed to safer recruitment and selection. We will take reasonable steps to ensure that staff and volunteers working with children or adults at risk are suitable for their roles.

This may include:

- clear role descriptions
- appropriate recruitment and interview processes
- reference checks
- safeguarding induction and training
- clear codes of conduct

DBS checks will be obtained for staff, volunteers or sessional workers whose role involves regular or unsupervised work with children, young people or adults at risk, in line with current legal and organisational requirements.

9. Training and Awareness

Black Tri Tribe will ensure that staff and volunteers receive safeguarding information appropriate to their role. This includes:

- understanding this safeguarding policy
- recognising signs of abuse, neglect or exploitation
- knowing how to report concerns
- understanding professional boundaries
- promoting safe and inclusive practice

Training and awareness will be reviewed regularly as part of our ongoing safeguarding responsibilities.

10. Recognising Concerns

Safeguarding concerns may arise in many ways, including:

- a child, young person or adult making a disclosure
- visible signs of injury or distress
- concerning behaviour or changes in behaviour
- bullying, exclusion or discriminatory treatment
- inappropriate behaviour by a member of staff, volunteer or participant
- concerns raised by a parent, carer or another professional

Black Tri Tribe recognises that abuse and harm can take different forms, including physical abuse, emotional abuse, sexual abuse, neglect, financial abuse, bullying, discrimination, online harm and exploitation.

11. Reporting Concerns

Any concern about the safety or welfare of a child, young person or adult at risk must be reported immediately to the appropriate Designated Safeguarding Lead.

If a child or adult at risk is in immediate danger:

- call **999**
- then inform the Designated Safeguarding Lead as soon as possible

If the concern involves a member of staff or volunteer, this must also be reported immediately to the Director / Founder.

All concerns must be:

- taken seriously
- recorded in writing as soon as possible
- kept factual and clear
- shared only with those who need to know

Staff and volunteers should never promise to keep a safeguarding concern secret.

12. Responding to Concerns

Black Tri Tribe is committed to responding promptly and appropriately to safeguarding concerns. Depending on the nature of the concern, this may include:

- listening carefully and reassuring the individual
- recording the concern accurately
- informing the relevant Designated Safeguarding Lead
- contacting children's social care, adult social care, the police or emergency services where necessary
- working with parents or carers where appropriate and safe to do so
- taking internal steps to protect participants from further risk

All responses will be handled sensitively and in line with relevant safeguarding procedures and statutory guidance.

13. Allegations Against Staff or Volunteers

Any allegation or concern about the behaviour of a staff member, volunteer, coach, facilitator or contractor must be reported immediately to the Director and Designated Safeguarding Lead.

If the concern relates to the Designated Safeguarding Lead, it must be reported directly to the Director or Chair.

Appropriate action will be taken, which may include:

- removing the person from activity pending further review
- referring the matter to statutory agencies
- keeping accurate records of the concern and action taken

C14. Whistleblowing

Black Tri Tribe encourages staff and volunteers to raise concerns about poor practice, unsafe behaviour or safeguarding failures. Any such concerns will be taken seriously and addressed appropriately. No one should be treated unfairly for raising a genuine safeguarding concern.

15. Anti Bullying

Bullying, harassment and discriminatory behaviour are not accepted in Black Tri Tribe activities. Any concerns about bullying or harmful behaviour will be taken seriously and responded to promptly in line with this policy.

16. Parents and Carers

Parents and carers are encouraged to:

- be involved in their child's participation
- make staff aware of any relevant support needs
- raise concerns if they are worried about a child's safety or wellbeing
- support safe and respectful behaviour

Black Tri Tribe will communicate this policy to parents and carers and will aim to work openly and constructively with families wherever possible.

17. Online Safety, Photography and Communication



Where activities involve children and young people, Black Tri Tribe will take appropriate steps to ensure safe communication and use of images.

- photographs or videos will only be used with appropriate consent
- staff and volunteers must not use personal social media accounts to communicate with children
- personal contact details should not be shared unless agreed through organisational processes
- online safety concerns will be treated as safeguarding concerns where appropriate

18. Supervision and Ratios

Black Tri Tribe will ensure that children and young people taking part in activities are appropriately supervised. Staffing levels will be based on the age of the children, the needs of the group, the nature of the activity and any relevant risk assessments.

19. Record Keeping and Confidentiality

Safeguarding records will be kept securely and only accessed by those who need them. Information will be shared on a need to know basis and in line with safeguarding duties and data protection principles.

Records will be:

- factual
- dated
- stored securely
- retained in line with organisational procedures and legal obligations

20. Equality, Diversity and Inclusion

Black Tri Tribe is committed to ensuring that safeguarding is inclusive and non-discriminatory. We recognise that some individuals may face additional barriers to being heard or supported, including because of disability, race, age, gender, language or cultural background.

We will aim to make our safeguarding processes accessible, respectful and responsive to individual needs.

21. Review and Monitoring

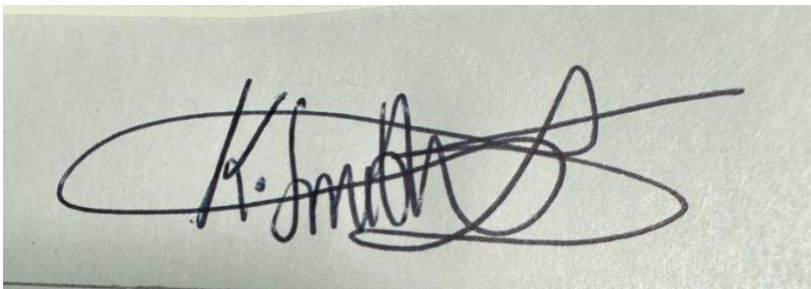
This policy will be reviewed annually or sooner if there is:

- a change in legislation or guidance
- a safeguarding incident or learning point
- a significant change in Black Tri Tribe activities or staffing

The review will consider feedback from staff, volunteers, participants and families to make sure the policy remains effective and relevant.

22. Approval

Black Tri Tribe adopts this Safeguarding Policy as a current operating guide for safeguarding practice across all of its activities.



Signed: _____

Name: Kelly Smith

Role: Director / Founder

BLACK TRI TRIBE



Date: 20.04.26 _____