

# Paddlers for Life Windermere

Charitable Incorporated Organisation (CIO) No. 1200841



## Safeguarding Children Guidelines and Safeguarding Adults at Risk of Harm Policy v3.0

To be used in conjunction with Paddlers for Life Windermere  
“Safeguarding Procedures” document

Date of issue: March 2026  
Next review date: November 2026

## **Contents**

- 1. Policy Development**
- 2. Purpose and Scope**
- 3. Safeguarding definitions**

### **Safeguarding Children**

- 4. Guidelines**
- 5. Safeguarding policies of organisations working with children**
- 6. Raising concerns about a child at risk of harm**
- 7. Children and young people at risk of harm who have a specially arranged paddling experience with PFLW**

### **Safeguarding Adults**

- 8. Policy**
- 9. Adults at risk of harm**
- 10. Raising concerns about an adult at risk of harm**

### **11. Current Designated Safeguarding Lead**

### **12. Safeguarding training**

### **13. Safer recruitment**

### **14. References**

### **Appendix 1: Examples of types of risk and harm**

## 1. Policy Development

<b>Policy Owner</b>	Paddlers for Life Windermere
<b>Developed by</b>	Colette Rankin (social worker in adult services and PflW member) Nick Harrison (safeguarding training in the education sector and PflW patron) Sally Reid (health sector safeguarding expertise and PflW member) Philippa Springle (DSL 2024-current and PflW member)
<b>Audited by</b>	Annalee Holliday (Senior Grants, Programmes & Communications Officer Cumbria Community Foundation)
<b>Approved by</b>	PflW membership at AGM
<b>Version 1.0 Policy approval date</b>	January 2024
<b>Version 2.0 Policy approval date</b>	15 <sup>th</sup> August 2024
<b>Version 3.0 Policy approval date</b>	17 <sup>th</sup> May 2026
<b>Next Review</b>	November 2026

## 2. Purpose and Scope

The mission of Paddlers for Life Windermere’s (PflW) is to relieve sickness and protect and preserve good health for persons facing cancer, in particular but not exclusively breast cancer, or persons in need of rehabilitation as a result of such illness, within Cumbria and Lancashire, by providing or assisting in the provision for physical activity and recreation, notably dragon boating.

The charitable activities of PflW may include working with vulnerable people. PflW is committed to ensuring that members and visitors are safe from risks and harm.

The purpose of this safeguarding policy is to:

- protect children and adults at risk from harm
- provide PflW members and the public with the overarching principles that guide our approach in doing so

This policy applies to all members, visitors, participants and anyone working on behalf of PflW.

The trustees of the charity are responsible for ensuring that anyone who comes into contact with our charity is safe from harm. (See Appendix 1 for types of risk and harm). This includes:

- people who benefit from PflW’s work, members and visitors
- other people who come into contact with PflW through its charitable activities

- volunteers

The trustees will ensure the principles and procedures of this safeguarding policy are understood by all stakeholders.

- PflW understand that nobody who is involved in PflW should ever experience abuse, harm, neglect or exploitation.
- We all have a responsibility to promote the welfare of our beneficiaries and volunteers, to keep them safe and to work in a way that protects them.
- We all have a collective responsibility for creating a culture in which people not only feel safe, but also able to speak up, if they have any concerns.
- Please refer to the PflW Health and Safety Policy, which emphasises that we all have a responsibility to look after our own health and wellbeing.
- The charity will operate in an open and transparent way that allows everyone to voice concerns.
- To this end, all trustees, members, and participants in Paddlers for Life Windermere charitable activities must follow the code of conduct referred to in the PflW Safeguarding Procedures document.
- Trustees will carry out a basic suitability check for all new members who are volunteers.

### **3. Safeguarding definitions**

There are good reasons to think about safeguarding adults and children differently.<sup>1</sup>

- Children and adults at risk can experience different types of harm and abuse.
- Many people don't understand why adults need safeguarding. Separate procedures help to get the message across.
- The way abuse is reported for children and adults at risk is not the same and the legislation for managing each is different. Organisations must make sure everyone understands the right steps to take when they're worried someone is not safe.
- All adults, including adults at risk, have a right to make unwise decisions - including the choice not to take action to protect themselves. This is different for children, where their safety is the primary concern - although listening to their views is still important.
- When you're safeguarding adults, you must consider the individual adult's needs in every situation. This might include considering whether the adult is subject to coercion or undue influence.

#### Children and young people (under 18 years old)

Safeguarding and promoting the welfare of children is defined for the purposes of this guidance as:

- Protecting children from abuse and maltreatment.
- Preventing harm to children's health or development.
- Ensuring children grow up with the provision of safe and effective care.

- Taking action to enable all children and young people to have the best outcomes.<sup>2</sup>

### Adults (18 years old and over)

Safeguarding adults means protecting an adult's right to live in safety, free from abuse and neglect.<sup>3</sup>

PfLW may have trustees, members, beneficiaries or other connections who are classed as adults at risk. Examples of types of abuse that may be observed in adults at risk include:

- Physical abuse
- Emotional abuse
- Financial abuse
- Sexual abuse
- Neglect
- Hate Crime
- Modern Slavery
- Self Neglect
- Organisational abuse

Under the Care Act 2014, an adult at risk is defined as an individual aged 18 years or over who has needs for care and support, is experiencing or is at risk of abuse or neglect, and, as a result of those needs, is unable to protect themselves against the abuse or neglect or the risk of it.

Not all people involved with PfLW will meet the above criteria. Nevertheless, Paddlers for Life has a duty of care to anyone involved with its activities and must have an awareness of safeguarding for people experiencing abuse or neglect who may also fall outside of the above criteria for statutory support.

## **Safeguarding Children**

### **4. Guidelines**

These guidelines are informed by:

Working Together to Safeguard Children 2023: statutory guidance<sup>4</sup>

NSPCC Writing Safeguarding policies and procedures<sup>5</sup>

Cumberland Safeguarding Children Partnership<sup>6</sup>

Westmorland and Furness Safeguarding Children Partnership<sup>7</sup>

### **5. Safeguarding policies of organisations working with children**

PfLW will not undertake any work and/or activities with unaccompanied under-18s. These guidelines apply to any activities undertaken where children may be involved.

Any and all work/activities undertaken on behalf or in collaboration with another organisation where under-18s are involved will be carried out subject to the safeguarding policy of that organisation.

- a) Copies of the safeguarding policies of said organisation must be requested, and read, in advance.
- b) A copy of the policy should be retained, on file, for the duration of the work/activity carried out.
- c) PflW will ask the organisation to send an updated policy if it changes within the duration of work/activity carried out.

## **6. Raising concerns about a child at risk of harm**

In the first instance concerns need to be raised with the Designated Safeguarding Lead (DSL) within the organisation.

*Please refer to the PflW Safeguarding Procedures document for further details.*

## **7. Children and young people at risk of harm who may have a specially arranged paddling experience with PflW.**

PflW is a membership charity for adults who have had a cancer diagnosis along with family members and supporters. The children of members may paddle with us. When they do, a family member always accompanies them.

When the charity gets requests from local community organisations to provide a dragon boat paddling experience for young people or vulnerable adults we have the following requirements:

- A family member or professional support accompanies members of these groups and the individuals within the groups when their physical, mental health or special educational needs require it.
- If a child is not accompanied by a parent / carer at any time, there will always be at least two PflW members present.
- Group organisers will make us aware of any health, safety or safeguarding issues.
- Group organisers will provide us with the group's safeguarding policy and contact details of their DSL prior to any visit.
- A completed Child Attendance Consent Form (Appendix 2 of PflW Safeguarding Procedures document) is received prior to the event.

*Please also refer to the Addendum to the "PflW Safeguarding Procedures" document.*

## **Safeguarding Adults**

### **8. Policy**

This policy is informed by:

The Health and Care Act 2022 (currently under review)<sup>8</sup>

The Care Act 2014<sup>9</sup>

NHS information page on Abuse and Neglect of Vulnerable Adults<sup>10</sup>

Cumbria Community Foundation<sup>11</sup>

### **9. Adults at risk of harm**

PfLW work collaboratively to promote the wellbeing of adults and aim to prevent and stop both the risks and experience of abuse or neglect wherever possible. PfLW pay particular regard to the views, wishes, feelings and beliefs of adult members, and other adults in contact with the charity where relevant, in deciding on any action. PfLW recognise that adults may have complex lives and interpersonal relationships; they may be ambivalent, unclear, or unrealistic about their personal circumstances. PfLW will support all its' members in the best way possible to keep themselves safe and therefore this Safeguarding Policy is not a substitute for the overall duty of care required within the charity.

**Section 42** of The Care Act 2014 states that:

The safeguarding duties apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs) and;
- is experiencing, or at risk of, abuse or neglect; and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

**Section 42** identifies that the aims of adult safeguarding are to:

- stop abuse or neglect wherever possible;
- prevent harm and reduce the risk of abuse or neglect to adults with care and support needs;
- safeguard adults in a way that supports them in making choices and having control about how they want to live;
- promote an approach that concentrates on improving life for the adults concerned;
- raise public awareness so that communities as a whole, alongside professionals, play their part in preventing, identifying and responding to abuse and neglect;
- provide information and support in accessible ways to help people understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult; and
- address what has caused the abuse or neglect.

In order to achieve the above aims PfLW will ensure that individuals with responsibilities in the organisation are clear about their role. PfLW will identify and act on any safeguarding

concerns within their capacity as a charitable organisation. PflW will seek multi-agency support where a need or concern exceeds their capacity. PflW commit to being open and transparent within an organisational culture that promotes a strong and healthy collaboration, thus preventing the risk of ‘turning a blind eye’. PflW provides its’ members with regular social and community activities that encourage health and wellbeing while reducing the risk of social and physical isolation.

## 10. Raising concerns about an adult at risk of harm

If you see something that concerns you or someone discloses to you:

- Listen carefully to what they say and be open and reassuring.
- Do not ask leading questions but encourage them to explain what happened. Let them tell you in their own words.
- Report your concerns to the DSL.
- Make clear notes about what you saw happening or what was said as soon as is practicable. Be factual about what you saw with relevant detail of the event. Report but do not interpret what you have been told.
- Check after a couple of days that your concerns are acted on.

Concerns must be promptly raised with the PflW Designated Safeguarding Lead.

***Please refer to the “PflW Safeguarding Procedures” document for further details.***

## 11. Current Designated Safeguarding Lead (DSL)

<b>Name</b>	Philippa Springle
<b>Contact for safeguarding concerns</b>	<a href="mailto:safeguarding@paddlersforlife.co.uk">safeguarding@paddlersforlife.co.uk</a>
<b>Most recent Safeguarding training</b>	“Designated Safeguarding Leads in Charities” 1 day live online training
<b>Training provider</b>	NCVO, <a href="#">Training and Events   NCVO</a>
<b>Date of training</b>	19/04/2024
<b>Next training due by:</b>	19/04/2027

## 12. Safeguarding Training

***Please refer to the “PflW Safeguarding Procedures” document***

## 13. Safer recruitment

PflW do not recruit volunteers to work with us. Our members fulfil all the roles within

the charity including trustee roles, health and safety and safeguarding. If, in future, our charity changes its purposes and activities and needs to recruit we will follow safe recruitment practices and train members if necessary.

## 14. References

1. The National Council for Voluntary Organisations (NCVO): [NCVO | NCVO](#)
2. Keeping Children Safe In Education (KCSIE):  
[https://assets.publishing.service.gov.uk/media/6650a1967b792fff71a83e8/Keeping\\_children\\_safe\\_in\\_education\\_2024.pdf](https://assets.publishing.service.gov.uk/media/6650a1967b792fff71a83e8/Keeping_children_safe_in_education_2024.pdf)
3. Cumbria Safeguarding Board: [Safeguarding Adults Information Leaflet 05Aug2025](#)
4. [https://assets.publishing.service.gov.uk/media/6849a7b67cba25f610c7db3f/Working\\_together\\_to\\_safeguard\\_children\\_2023\\_-\\_statutory\\_guidance.pdf#page=2](https://assets.publishing.service.gov.uk/media/6849a7b67cba25f610c7db3f/Working_together_to_safeguard_children_2023_-_statutory_guidance.pdf#page=2)
5. <https://learning.nspcc.org.uk/safeguarding-child-protection/writing-a-safeguarding-policy-statement>
6. <https://cumberlandsafeguardingchildren.co.uk/>
7. <https://wfscp.org.uk/>
8. <https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance#safeguarding-1>
9. <https://www.legislation.gov.uk/ukpga/2014/23/contents>
10. [Abuse and neglect of adults at risk \(safeguarding\) - Social care and support guide - NHS](#)
11. <https://www.cumbriafoundation.org/safeguarding/>

## **Appendix 1**

### **Examples of types of risk and harm**

Types of risks and harm to be alert to, whether online or in person include:

- sexual harassment, abuse and exploitation
- criminal exploitation
- a charity's culture, which may allow poor behaviour and poor accountability
- people abusing a position of trust they hold within a charity
- bullying or harassment
- health and safety
- commercial exploitation
- cyber abuse
- discrimination on any of the grounds in the Equality Act 2010
- people targeting your charity
- data breaches, including those under General Data Protection Regulations (GDPR)
- negligent treatment
- domestic abuse
- self-neglect
- physical or emotional abuse
- extremism and radicalisation
- forced marriage
- modern slavery
- human trafficking
- female genital mutilation