

## **BEATS Charity Policies Statement**

January 2024

### **Safeguarding Policy**

BEATS trustees always aim to:

- a) protect people from harm, especially, but not exclusively, protecting children and vulnerable adults from abuse and maltreatment. Safeguarding children and vulnerable adults includes preventing harm to their health or development and ensuring they grow up with the provision of safe and effective care. Trustees take action to enable all children and vulnerable adults to have the best outcomes possible in their situation and trustees will question their situation if an alternative ‘best’ may seem preferable.
- b) remove obstacles to enable people to raise safeguarding concerns.
- c) investigate and decide upon appropriate action as a result of allegations or incidents.
- d) report to relevant authorities if appropriate, and to keep supporters informed, aiming for transparency and openness.

In order to apply the above aims, trustees, in conjunction with our partners have produced specific Safeguarding documents relevant to those particular institutions.

All BEATS trustees have completed basic ‘Church of England’ safeguarding online training and some trustees have done further online Safeguarding training, including using material produced by ‘Bond’. The Child Protection Advisor trustee has completed much more training in her job as a foster carer. BEATS’ Chair has attended a number of Safeguarding webinars. BEATS’ trustees are required to have a current DBS certificate if they visit our projects abroad.

BEATS trustees have also produced a ‘Safeguarding and Incident Risk Log’, in order to record and monitor potential and actual problems. This is password protected (for confidentiality) and only 3 trustees have access.

BEATS trustees hold a meeting once a year to discuss Safeguarding matters in detail.

All visitors from the UK staying at the projects supported by BEATS are required to give BEATS a copy of their DBS certificate or, if they do not have one, to complete a BEATS ‘Suitability to Work with Children Document’ (SWCD). When visiting our projects, trustees and others also complete the relevant ‘Safeguarding Document’ (CPPD).

*A separate document is available on request detailing the Safeguarding policies of our partners.*

## **Financial Policy**

### **Reserves Policy**

BEATS trustees have a policy to keep £1,000.00 approximately in reserve for emergencies.

### **Grant-making Policy**

BEATS trustees never promise to give any grants – the people we support know that we give on the understanding that we can only give what has been donated by supporters.

### **Risk Management**

From its inception, BEATS has had a policy to avoid ‘middle men’ linking with people who demonstrate openness to trustees, with clear, transparent accounting and regular updates about how grants from BEATS have been allocated, in accordance with the agreed needs.

Detailed reports are received usually 4 times per year from partners, showing how grants have been utilised, which are scrutinised by the Projects Auditor trustee. Our supported charities are managed by people trustees are confident, from experience, we can trust, or have been recommended to BEATS trustees by others with whom we have worked.

BEATS Treasurer and Chair are accountable to each other, working together on ensuring BEATS’ financial administration and accounts are accurate and regularly updating other trustees. BEATS Project Auditor helps the Chair to check the detail of reports from partners.

## **Volunteer Management**

BEATS have no paid staff; all trustees are volunteers and we agree during trustee meetings who will do which tasks. The various tasks are shared appropriately. Trustees have a volunteer helper who updates and oversees the BEATS website. All trustees/volunteers do so at their own risk, including visiting our projects abroad.

## **Complaints Policy**

Complaints/concerns are very rare due the personal nature of a small charity. Our policy is to encourage supporters to contact the Chair at any time if they have concerns, which are quickly followed up and followed through to a satisfactory conclusion. The Chair will engage other trustees for support as required.

## **Health and Safety**

A health and safety policy is not required for BEATS’ trustees, because all work voluntarily from their own homes. BEATS has no office.

*(YACAN and YASAH Children’s homes have a Health and Safety/Risk Assessment document. These are reviewed regularly.)*

Sarah Page

BEATS’ Chair

January 2024

