



Safeguarding Policy Statement of the International Guild of Battlefield Guides

The purpose and scope of this policy statement

The mission of the International Guild of Battlefield Guides (the “**Guild**”, “**we**”, or “**us**”) is to analyse, develop and raise the understanding, practice and profession of battlefield guiding; and to promote the education of battlefield guides and visitors.

We are a member organisation whose members (“**Members**”) guide clients and members of the public and in that role are most likely to come into contact with children and vulnerable adults. We have no child Members of the Guild although we may occasionally undertake activities which children may attend.

The purpose of this policy statement is:

- to provide Members, as well as children, young people and vulnerable adults and their families, with the overarching principles that guide our approach to safeguarding.
- to protect children, young people and vulnerable adults who may participate in activities of the Guild from harm. This includes the children of adults who are Members or who participate in our activities.

This policy applies to anyone working on behalf of the Guild, including officers of the Guild, as well as Members, and any of the following (if any) paid staff, volunteers, sessional workers, agency staff and students.

Legal framework

This policy has been drawn up based on safeguarding legislation, policy and guidance in the United Kingdom, which is assumed to be equivalent to any other jurisdiction where we or our members undertake activities.

Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents including (see Note 1):

- role descriptions for the Designated Safeguarding Lead, Deputy Designated Safeguarding Lead and Lead Management Board member for safeguarding
- dealing with disclosures and concerns about a child, young person or vulnerable adult under our Safeguarding Reporting Procedure
- managing allegations against officers and members under our Safeguarding Reporting Procedure
- recording concerns and information sharing under our Privacy Policy
- safeguarding records retention and storage under our Data Retention and Deletion Policy
- our Code of Conduct for members
- safeguarding guidance for members in the Members' Handbook which includes photography and sharing images guidance
- managing complaints under our Complaints Policy and Procedure
- health and safety under our Health and Safety Policy

We believe that:

- children, young people and vulnerable adults should never experience abuse of any kind

We recognise that:

- all persons, 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
- we have a duty to act on reports or suspicions of abuse and we therefore adopt a zero-tolerance of abuse within the Guild and on behalf of Members. This applies to reports and suspicions of abuse by any Member whether or not engaged in activities of the Guild.

We will seek to keep children, young people and vulnerable adults safe by:

- having a Designated Safeguarding Lead for safeguarding reporting and a Lead Management Board member for safeguarding

- adopting safeguarding best practice through our policies, procedures and Code of Conduct
- providing safeguarding training to officers
- providing guidance to members about the desirability of undergoing safeguarding training and how members may seek to be officially checked for working with children and vulnerable adults
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance and our Privacy Policy
- using our procedures to manage any allegations against officers and members appropriately
- ensuring that we have effective complaints policies and procedures in place
- building a safeguarding culture where officers and members, children, young people, vulnerable adults and their families, treat each other with respect and are comfortable about sharing concerns.

Note1 : (This Safeguarding Policy, and our Safeguarding Reporting Procedure, Code of Conduct, and Complaints Policy and Procedure can be found under the heading “Code of Conduct” on the “About” page of our website www.gbg-international.com)

Person to contact to report a safeguarding issue

Designated Safeguarding Lead for safeguarding reporting

Name: **Dudley Giles**

Email: DSL@gbg-international.com

Deputy Designated Safeguarding Lead for safeguarding reporting

Name: **David Harvey**

Email: DDSL@gbg-international.com

Other Contact details

Lead Management Board member for safeguarding

Name: Michael Scott, Guild Chair

Email: chair@gbg-international.com