

**The Matchgirls Memorial**

*Patrons: Anita Dobson OBE, Diana Holland OBE, Barbara Plant*



**THE MATCHGIRLS MEMORIAL**

*(Company limited by guarantee – Company Number 11858820)*

**SAFEGUARDING POLICY 2026**

---

Contents

<b>1. Purpose – Protecting Children and Vulnerable Adults</b>	<b>1</b>
<b>2. Principles</b>	<b>1</b>
<b>3. Policy Applicability</b>	<b>1</b>
<b>4. Types of Abuse</b>	<b>2</b>
<b>5. Reporting Concerns</b>	<b>2</b>
<b>6. Responsibilities</b>	<b>2</b>
<b>7. Fundraising</b>	<b>3</b>
<b>8. Online and Remote Engagement</b>	<b>3</b>
<b>9. Document Approval</b>	<b>3</b>
<b>Document Control and Review</b>	<b>4</b>
<b>Related Policies</b>	<b>4</b>

## 1. Purpose – Protecting Children and Vulnerable Adults

---

*The Matchgirls Memorial* (“the charity”) is committed to ensuring that all children, young people, and vulnerable adults who engage with our work, whether through educational outreach, online interviews, events, or heritage activities, are protected from harm.

Although the charity does not work directly with children on a routine basis, safeguarding remains essential to our public engagement and educational activities. This policy sets out how Trustees and volunteers will prevent harm, recognise concerns, and respond appropriately.

## 2. Principles

---

Our safeguarding work is guided by the following principles:

- The welfare of the child or vulnerable adult is paramount
- All people have a right to be safe, respected, and protected from abuse
- Safeguarding is everyone’s responsibility – all Trustees and relevant volunteers must follow this policy
- Concerns must be taken seriously, acted on promptly, and reported to the Designated Safeguarding Lead (DSL)
- The charity maintains proportionate safeguarding measures, appropriate to our size, risk level, and activities
- Trustees ensure safe working practices, particularly during online or remote engagement with under-18s
- Nobody who is involved in our work should ever experience abuse, harm, neglect or exploitation
- We all have a responsibility to promote the welfare of our beneficiaries, staff, Trustees and volunteers
- We will create a culture in which people feel safe and able to speak up

## 3. Policy Applicability

---

This policy applies to:

- Trustees
- Volunteers
- Contractors or partners engaged by the charity
- Anyone representing the charity in events, talks, educational sessions, online meetings, or media activity

It covers engagement in:

- Public events and heritage activities
- School or university talks
- Interviews, including international educational competitions
- Online meetings with under-18s
- Digital communications relating to the charity’s work

## 4. Types of Abuse

---

Trustees and volunteers should be aware of the broad categories of abuse:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Child sexual exploitation
- Online abuse or inappropriate contact
- Grooming
- Extremism or radicalisation

You are not expected to diagnose abuse, only to recognise signs and report concerns.

## 5. Reporting Concerns

---

Anyone representing the charity must immediately report concerns to the DSL. If the DSL is unavailable or the concern involves them, report to the Deputy DSL.

If a concern relates to the behaviour of a Trustee, volunteer, or any adult working on behalf of the charity, the DSL may seek advice from the Local Authority Designated Officer (LADO)<sup>1</sup>, who oversees allegations involving adults who work with children and advises on the appropriate safeguarding response.

If a child or adult is at immediate risk of harm, call 999.

All concerns should be:

- Reported verbally *as soon as possible*
- Followed with a written record within 24 hours
- Logged securely by the DSL

The charity will:

- Treat all concerns seriously
- Maintain confidentiality
- Refer to statutory services where required
- Co-operate with investigations

## 6. Responsibilities

---

### Trustees

- Ensure safeguarding arrangements are in place and reviewed annually
- Maintain appropriate policies and training

---

<sup>1</sup> Every UK Local Authority has a Local Authority Designated Officer (LADO)

- Ensure safe recruitment and conduct
- Monitor online engagement practices
- Escalate concerns to statutory bodies if needed

#### DSL

- Acts as primary safeguarding contact
- Receives and logs concerns
- Seeks advice from the LADO where appropriate
- Maintains safeguarding records
- Provides short online-safety and conduct briefings to trustees who engage with under-18s
- Maintains the training log
- Oversees remote/online safety arrangements

#### Deputy DSL

- Supports the DSL and covers absences

#### Volunteers

- Follow the safeguarding policy
- Report concerns immediately
- Maintain safe conduct during events

## 7. Fundraising

---

When fundraising:

- No under-18s should be contacted directly by Trustees or volunteers
- All youth engagement must be arranged through schools, teachers, youth groups, or official project coordinators
- Any safeguarding concern arising during fundraising must be reported to the DSL

## 8. Online and Remote Engagement

---

The charity ensures that trustees and relevant volunteers receive appropriate safeguarding awareness and guidance for their role.

## 9. Document Approval

---

This policy is approved by the Board of Trustees and reviewed annually or sooner if circumstances or statutory guidance changes.

**Date of Adoption:** 12<sup>th</sup> April 2026

**Next Review Due:** 1<sup>st</sup> April 2027

**Approved by:** Board of Trustees, The Matchgirls Memorial

This document supersedes all previous versions and remains in effect until formally reviewed or replaced by the Board.

## Document Control and Review

---

This *Safeguarding Policy* forms part of the official policy suite of *The Matchgirls Memorial*. Together, they set out the charity's core governance, operational, and ethical standards.

The documents and all appendices are:

- Reviewed annually by the Board of Trustees (normally at the first meeting of each calendar year)
- Updated as required to reflect changes in law, Charity Commission guidance, or the charity's structure or activities
- Re-approved formally by minute at the relevant board meeting

Trustees review this policy regularly and confirm their continued compliance.

## Related Policies

---

This policy should be read alongside the charity's wider governance and operational policies, including its Equality, Diversity and Inclusion Policy and other relevant safeguarding and conduct guidance approved by the Board of Trustees.