Ferring Retirement Club CIO (Charity No. 1212151)

Policy: Safeguarding and Wellbeing

Any comments on or matters covered by this policy should be referred to the Chair at Chair24.frc@gmail.com

OR

The Secretary at: secretary2025.frc@gmail.com

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Policy: Safeguarding and Wellbeing

1. About Ferring Retirement Club

Ferring Retirement Club CIO (the 'Charity') is a registered charity whose objects are:
"the relief of the elderly in any manner now or hereafter deemed charitable within Ferring and the surrounding area".

The Charity and its property are administered and managed by appointed Trustees (the "Trustees") . The Trustees are mindful that they have a legal obligation to act in the best interests of the Charity.

The Charity provides facilities for its members in the way of social and instructive activities and events. Members are generally local retired people, who join the club for social interaction and to enjoy the available activities.

Members pay an annual subscription fee to be entered into club membership and, for a nominal charge, may participate in a range of activities in the club room, including coffee mornings, bridge, art, poetry, lunches and suppers. The Charity also organises activities in the adjacent Glebelands Centre. These tend to be for larger group activities, including dance fit, table tennis, seated exercises and choir. Some activities are led by paid third party instructors.

2. Policy statements

The Charity is committed to promoting the wellbeing of its members, the Trustees, volunteers and others connected with the organisation.

The Charity is committed to ensuring that its members, the Trustees, volunteers and others connected with the organisation do not feel discriminated against by virtue of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.

The Charity is committed to creating and maintaining a safe and positive environment and an open, listening culture where people feel able to share concerns.

The Charity is committed to dealing with any safeguarding and wellbeing concerns raised in an appropriate and prompt manner.

3. Purpose and scope

The purpose of this policy is to demonstrate the commitment of the Charity to promote the wellbeing of its members and others connected with the organisation.

The Charity does not provide members with any personal care or support services. The purpose of the Charity is to promote the wellbeing of members through social interaction, instructive activities and events. However, as a charity, it acknowledges that it has a responsibility to safeguard its members, the Trustees, volunteers and others connected with the organisation by ensuring that its activities are delivered in a way that keeps all persons using the Charity's facilities safe.

The Charity will aim to promote and encourage awareness of the need for the Trustees, volunteers and third party instructors to look out for any signs that might give rise to a concern relating to the welfare or wellbeing of any member or other person connected with the Charity. The Charity acknowledges that members may also have cause to raise a wellbeing concern.

If a welfare or wellbeing concern is raised, the Charity will consider its position, relative to the particular matter raised, and how the same might be best addressed.

The Charity will aim to ensure that all members, the Trustees, volunteers and third party instructors are made aware of the existence of this policy.

A cause for a wellbeing concern may include the following:

- Change in behaviour or confidence
- Change in appearance - a person appears to be losing or gaining weight or has an unkempt appearance
- A person not attending or no longer enjoying their sessions
- A person missing from the club and not responding to courtesy calls or other attempted forms of contact

4. Dealing with a wellbeing concern

If any person has a safeguarding or wellbeing concern about themselves, a member, a Trustee, a helper or a third party instructor, that person should make contact by email: **chair24.frc@gmail.com** or **secretary2025.frc@gmail.com** or by telephone **07522 092690**. The Charity, through the Chair and the Secretary, will deal with any safeguarding or wellbeing concerns and will take such action as it considers appropriate in all the circumstances. This might involve discussing the safeguarding or wellbeing concern with a third party, such as a next of kin, or referring concerns to statutory agencies, such as West Sussex County Council Adult Social Care or the police, where the relevant person is perceived to be at risk.

In some cases, it may be appropriate for the Charity to signpost those involved to support agencies, such as Age UK. Age UK provides information and advice on health and wellbeing; care and support and financial and legal matters.

Any actions taken will respect the rights and dignity of all those involved and be proportionate to the particular concern raised.

The Charity will comply with data protection legislation and its Privacy and Data protection Policy when dealing with any safeguarding or other wellbeing concerns.

5. Review

This policy was reviewed by the Trustees on 22 September 2026 and shall be reviewed by the Trustees every year or as appropriate.

Edition: November 2026