

SAFEGUARDING POLICY

Edinburgh Forget-Me-Not Garden (EFMNG)

The Edinburgh Forget-Me-Not Garden at Lauriston Castle seeks to provide a sensory garden for those with memory loss and their carers. The garden has been created by the Edinburgh Forget Me Not Garden Trust - a charity registered with OSCR (OSCR No: SC045756). The Trust recognises that the garden will be used by vulnerable adults and accepts the responsibility of ensuring, so far as possible, that such users are not exposed to any harm, abuse or harassment while visiting the garden.

This safeguarding policy seeks out how the Trust approaches this responsibility. It will be kept under regular review and amended as necessary.

What Safeguarding means

Safeguarding means taking all reasonable steps to prevent harm, abuse and harassment from occurring, and to respond appropriately when harm, abuse or harassment does occur. It requires proactively identifying, preventing and guarding against all risks of harm, abuse and harassment, and having mature, accountable and transparent systems for response, reporting and learning when risks materialise.

Guiding Principles

Everyone at EFMNG, including volunteers, has a responsibility to keep vulnerable adults who use the garden safe from harm, abuse and harassment.

We will put sensible measures in place to safeguard garden users and raise awareness of safeguarding.

We will provide information and guidance to enable everyone at EFMNG, including volunteers, to identify and respond appropriately to concerns about harm, abuse and harassment.

EFMNG will work in partnership with statutory, regulatory and other relevant organisations to ensure that safeguarding concerns are responded to appropriately.

We aim to be transparent in our approaches and recognise the need for continuous learning and improvement.

Roles and Responsibilities

Everyone at EFMNG, irrespective of their role, has a part to play in safeguarding garden users, and must familiarise themselves with this safeguarding policy and related procedures.

EFMNG Trustees approve the safeguarding policy and have a duty of care to their charity, which includes taking the necessary steps to safeguard those at risk, managing risk and protecting the reputation of the charity.

The Trust will designate a safeguarding officer who is responsible for addressing any incidents in which safeguarding issues arise, or are thought to arise, monitoring the delivery of this policy, providing regular reports to the Trustees, and proposing any amendments which may be necessary.

Actions to reduce the risk of harm, abuse or harassment

In general, the Trustees aim to restrict use of the garden to those with memory loss and their carers, both to ensure that they have full enjoyment of the garden and to reduce the risk of any harassment or abuse. The general public will be discouraged from use of the garden through the erection of notices to that effect. However, there will be some open days during the year when the general public can enter and enjoy the garden for themselves.

To minimise the risk of physical harm, specifically from trips and falls, the Trust will ensure that pathways are reasonably even. They will be inspected regularly. In adverse weather conditions the garden may be closed until it is safe to use again.

Incidents

The Trust will provide on its website information about how any concerns about the condition of the garden or about incidents of abuse or harassment can be reported.

Action in response to any such reports will depend on the nature of the concern or incident. Any incidents of abuse or harassment will be taken extremely seriously and may result in referral to the police or other statutory agency.

9 May 2022