



Warrington Museum of Freemasonry

Safeguarding Policy Statement

Name of museum: Warrington Museum of Freemasonry (WMF)

Name of governing body: Warrington Museum of Freemasonry Board of Trustees

Date on which this policy was approved by governing body: March 2018

Policy review procedure:

The Safeguarding Policy will be published and reviewed from time to time, at least once every five years.

Date at which this policy is due for review: March 2019

1. Introduction

Relationship to other relevant policies/plans of the organisation:

The museum's statement of purpose is:

To create a stimulating resource, reflecting best practice, to represent the development of Freemasonry both nationally and locally, as part of Warrington's cultural environment, and to provide a varied and high-quality heritage experience for all members of the community.

This policy should be read in conjunction with the following Warrington Museum of Freemasonry policies:

Forward Plan

Collections Development Policy

Collections Care and Conservation Policy and Action Plan

Documentation Policy and Action Plan

Museum Risk Assessment

Documentation procedural manual

As the WMoF develops, it is possible that its visitor base will include young children, albeit as part of an organised group and the trustees want to ensure that all visitors are safe and protected from harm whilst on its premises.

2. Purpose

The Museum provides supervised access to museum and archive items within its collection and access to items on permanent or temporary display during its usual opening hours 9.30 – 12noon on Wednesday morning, other times by arrangement with Staff on wmfcurator@gmail.com

3. Policy Statement

- The welfare of a young child or vulnerable adult is of paramount importance
- All children, young people and vulnerable adults have a right to protection from abuse

- All suspicions and allegations of abuse must be properly investigated by the trustees, swiftly and appropriately. The involvement of external bodies will be considered when deemed necessary
- Trustees and volunteers must be clear on appropriate behaviour and responses

The WMoF will ensure that:

- Staff are given advice on issues of protection
- Teachers and group leaders will be given information on WMoF's procedures for the protection of young people and vulnerable adults
- As part of its trustee development, WMoF will have at least three of its trustees put through the Disclosure Barring Process by December 2018

Appendices:

- 1 Promise to young people and vulnerable adults

Policy Approved by Board of Trustees

Signature: *B Jameson*

Name: Barry Jameson

Date: 19 March 2018

Appendix 1- Promise to young people and vulnerable adults

The trustees of the WMoF want you to enjoy your visit to our museum. We also want you to feel safe and comfortable during your visit and your museum contact will do their best to ensure that happens whilst you are in the museum..

We will aim to;

- Make you feel welcome and safe during your visit
- Strive to meet your needs
- Treat all children, young people and vulnerable adults with dignity and respect
- Ensure that the trustees and volunteers who will be engaging with you during your visit, are fully aware of the museum's policies and procedures related to your wellbeing
- Listen to what you tell us
- Make sure you have fun