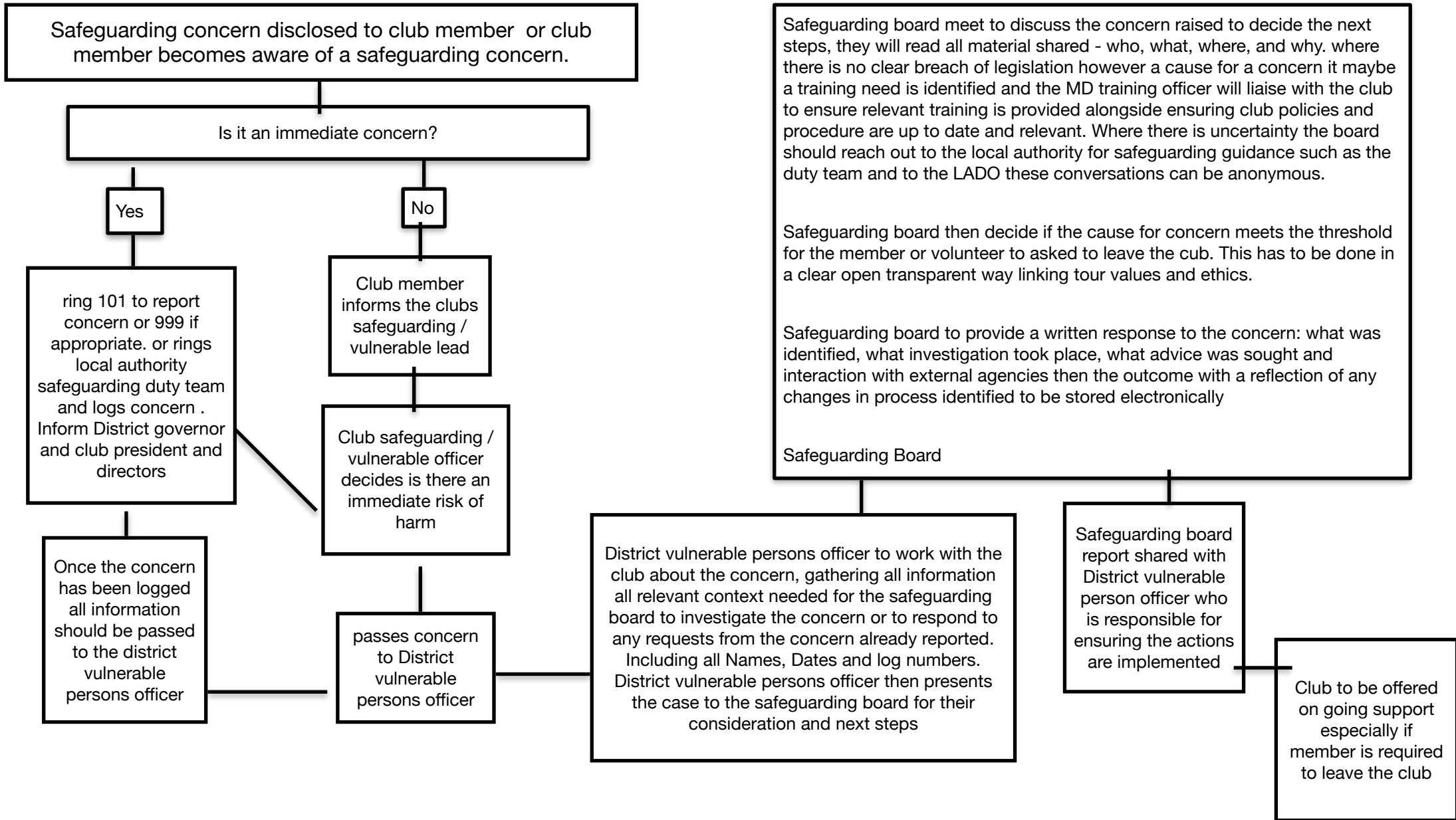




# Lions Clubs International Multiple District 105

Safeguarding Children & Vulnerable Adults Procedure  
Draft (1.0) 14th October 2023



Safeguarding board meet to discuss the concern raised to decide the next steps, they will read all material shared - who, what, where, and why. where there is no clear breach of legislation however a cause for a concern it maybe a training need is identified and the MD training officer will liaise with the club to ensure relevant training is provided alongside ensuring club policies and procedure are up to date and relevant. Where there is uncertainty the board should reach out to the local authority for safeguarding guidance such as the duty team and to the LADO these conversations can be anonymous.

Safeguarding board then decide if the cause for concern meets the threshold for the member or volunteer to asked to leave the cub. This has to be done in a clear open transparent way linking tour values and ethics.

Safeguarding board to provide a written response to the concern: what was identified, what investigation took place, what advice was sought and interaction with external agencies then the outcome with a reflection of any changes in process identified to be stored electronically

Safeguarding Board



Lions Clubs International  
Multiple District 105

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Step	Club	District	Safeguarding board
1	Club has a concern		
2	Concern shared to relevant club officer who decides if the concern is immediate		
3	If concern is immediate risk of harm this is to be reported to external agencies 101 / 999 / local duty team also inform district governor, club president and club director		
4	once concern is reported externally all call logs and action taken should be reported to relevant district officer	Relevant district officer to take all information asking relevant questions who, what, were and asking for call logs and reference numbers/	
5	To work with the district officer in sharing of information in a timely manner	To pass information to safeguarding board	
6			To receive information regarding a concern and arrange to meet within 7 days
7			To investigate concern and liaise with external agencies where appropriate
8			



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Step	Club	District	Safeguarding board
9			
10	To receive feed back on safeguarding concern and put into action safeguarding boards next steps.	To share the outcome with the club and support implementation of safeguarding board next steps	To deliver outcome of investigation and next steps