

Application form for International Development Education & Awareness Raising Grant

You should read the International Development Education & Awareness Raising Grant Application Guidance carefully before completing this application form.

In order to qualify for this grant, your charity/organisation must be both Isle of Man registered and able to demonstrate a physical presence on the Isle of Man.

If you have any queries regarding this application please contact internationaldevelopment@gov.im or phone (01624) 685207

This form must be submitted with the relevant documentation to internationaldevelopment@gov.im no later than **midnight on 24 May 2023**. Applications received after this time will not be considered.

Organisation Information

Are you applying as a single
charity or making a joint
application by multiple
charities?

Single

☒

Joint

☐

Name(s) of Organisation

One World Centre (Isle of Man)

Isle of Man Charity/Company
Registration Number

1192

Isle of Man Registered Address



[Redacted address]

Please state and provide details of how the organisation has a physical presence on the Isle of Man

Registered and operational in Isle of Man. Office and personnel in Douglas

Please provide details of any previous Isle of Man Government International Development funding you have been granted

IDEAS Grant 2020-2022
IDEA Grant 2019-2020
GDEA Grant 2018-2019
GDEA Grant 2017-2018
Small Grant 2015-2016
Small Grant 2014-2015

Organisation Background

Please outline your organisational structure, governance and administrative framework: In the interests of accountability, the names of the Chairman, Board of Directors and Trustees must be provided. Please also provide a brief description of how your organisation is operated.

Name of Main Contact



[Redacted name]

Position in organisation

Coordinator

Is the registered address for correspondence the same as the Isle of Man Charity Address?

Yes
☒

No
☐

If the address is different, please provide this address

Charity Vision & Mission

The One World Centre (Isle of Man) educates for a fair and sustainable world for all.

By raising awareness on the Isle of Man of global issues of poverty, injustice and the environment, we aim to educate, empower and enable people to live responsibly and take positive action for people and the planet.

One World Centre activities are informed by the UN Sustainable Development goals, which are a key framework for educating about development issues and form a reference point for all the work that we do.

Has your organisation completed projects on this scale previously?

Yes
☒

No
☐

Please demonstrate your experience with this scale/type of project by providing details of past and current projects that your organisation has implemented successfully. Please include the following details

- Overall project budget including any funds raised
- Project timeline including start and end date
- A brief description of the aims of the project
- A brief description of the main project activities
- Details of monitoring activities undertaken
- A brief description of the outcomes/key results of the project

We have been successfully delivering development education and awareness raising since 2004. As previous recipients of the Government's Development Education grants we have submitted end of project reports which detail the scale, cost and outcomes of our projects. We refer you to our latest report for the 2021-22 IDEAS grant.

Safeguarding

Please describe how the needs of vulnerable persons who have been considered in the design of the programme and provide details of any safeguarding policies and procedures you have in place.

We a safeguarding policy and code of conduct in place (this is being sent separately) which sets out our approach to working with vulnerable people.

Key personnel (eg Coordinator and Project Officers) are DBS checked.

Programme Budget

A programme budget must be attached with this application. If a project budget is not submitted, the application will not be considered.

The budget should clearly show how, where and on what the funding sought from the Isle of Man Government will be spent, noting that no more than 10% of the allocated funding may be used for administrative purposes.

The £30,000 grant is expected to cover those points stated in the application guidance.

This grant cannot be considered retrospectively for items of expenditure which have already been purchased.

How will transparency and accuracy regarding the budget be ensured? For example, will there be a dedicated accountant and/or annual external audits?

Costs and allocated spend are discussed at every OWC management meeting and the Treasurer provides financial reports at these.
OWC accounts are audited and are reported at our AGM each year.

Please set out how you aim to raise the remainder of the programme budget (if any) providing details of any donors, partners or fund raising activities that will be involved or have already taken place?

The One World Centre has received donations from the [REDACTED] (£5,000) and [REDACTED] (£10,000) in the past year. We are also receiving a £1,000 donation towards our work on modern slavery from the [REDACTED] when they wind up their organisation shortly. [REDACTED] is providing some money towards an environmental project. [REDACTED] have sponsored the One World Charity Challenge programme for the 2022-2023 year in its entirety and are happy to provide the prize money (but not the Project Officer and events costs) for 2023-24. We have received £35,000 from the [REDACTED] for our Welcome Project (in collaboration with Cafe Linco). We have applied for other grants for core funding and for food security and sustainability projects.

All charity trustees are responsible for ensuring the charity's money is used properly for legitimate charitable purposes and safeguarded from loss.

Additional documents

The following documents must be attached to this application. Applications made without the following will not be considered.

- Completed application form
- Programme Delivery Plan - A detailed itemised plan of proposed activities detailing dates, costs and stakeholders/beneficiaries
- Programme Budget - A financial breakdown of how the budget would be spent over the 12-month period broken down by activity. Please try to be as precise as possible.
- Risk Assessment – Please detail any potential risks that may threaten the delivery of the planned activities. Please outline how you plan to mitigate these risks.
- Safeguarding – as the grant holder will be expected to work with children and potentially vulnerable adults, a suitable safeguarding policy including valid DBS certificates (Disclosure and Barring Service) must be in place.
- Confirmation of registration on the Isle of Man Charities' Register or Companies Register
- Accounts and annual report for the financial year 22/23 – Applicants must evidence sufficient operational funds, separate from this grant.

- Any other information relevant to the application.

Declaration

Please tick each box to confirm/declare the following to be true.

I declare that I am duly authorised to make this application	<input checked="" type="checkbox"/>
I declare that the information provided in this application is, to the best of my knowledge and belief, the most accurate and up-to-date information available.	<input checked="" type="checkbox"/>
I declare that the charity/organisation is compliant and up-to-date with exercises in relation to the Isle of Man Charities Registration & Regulation Act 2019	<input checked="" type="checkbox"/>
I declare that the administration costs will be contained within reasonable limits at no more than 10% of the total funding and as much of the grant will go directly to meeting the project objectives.	<input checked="" type="checkbox"/>
I understand that the organisation is expected to meet reporting expectations as outlined by the Cabinet Office.	<input checked="" type="checkbox"/>
I understand that the Isle of Man Government may request financial information or an interim report at any stage of the project.	<input checked="" type="checkbox"/>
I acknowledge that if this application for financial assistance is successful, the financial assistance or part of it (at the Department's discretion) may become repayable in a number of circumstances including if this application or any supporting documentation relevant thereto is shown to have been false, misleading or inaccurate in any material respect.	<input checked="" type="checkbox"/>
I understand that if successful, this application will be made public on the Isle of Man Government's International Development website, in accordance with the Data Protection Act 2019.	<input checked="" type="checkbox"/>



OWC IDEAR GRANT APPLICATION – ADDITIONAL NOTES FOR APPLICATION

Charity Registration

The One World Centre (Isle of Man) is a registered Manx charity no. 1192 and is a company limited by guarantee (No. 128537C). You can view our registration here:

https://www.gov.im/media/1371147/publicindex_latest-190523_compressed.pdf

Accounts & Annual Report

Please note that our financial year runs to 31st March therefore the latest year's accounts (2022-2023) have not been completed or independently inspected. A signed copy of our latest available accounts (21-22) is attached.

Likewise, our Annual Report runs on a school year (September to August) and so I enclose our latest Annual Report which covers 2021-2022. You do, of course, already have our Final Report for the 2021-2022 IDEAS grant.

Budget

The budget outlines the expected costs for the activity listed and also an indication of where we have obtained funds from other sources to help with the costs. We will continue to seek external financial help (in line with our Ethical Fundraising Policy) – for example, a sponsor to help with the Global Village. Should we be successful in obtaining additional funds, our budget will be updated to reflect this.

Safeguarding

We have included the most recent version of our Safeguarding Policy rather than completing the Safeguarding template as we think this gives you a better understanding of our approach and the thinking behind it which applies to any situation.

75 Year Anniversary of Declaration of Human Rights

This December sees the 75th anniversary of the adoption of the Universal Declaration of Human Rights by the General Assembly of the United Nations. This was a landmark declaration made in the wake of World War Two to promote freedom, justice and equality for all.

Today, perhaps more than ever since the declaration, we see human rights under threat across the globe. The rise of authoritarian regimes, increasing populism, the rolling back of refugee rights, increasing conflict and the climate crisis are all having an impact. Education has a key role to play in defending and re-emphasising the universal nature and scope of human rights for the benefit of those at risk and for future generations.

To mark the 75th anniversary and also to highlight this pressing need to tackle global issues and raise awareness of human rights, especially among young people, the UN is launching a special campaign “Human Rights 75” <https://www.ohchr.org/en/human-rights-75>. Our workstream on Human Rights is designed to feed into this – IoM Government may also want to mark this occasion in some way.

Development Education and Awareness Raising – What is it?

We feel it is helpful to explain our view of development education and awareness raising. Previously we have quoted leading global educator and lecturer Doug Bourn and also the definition of development education quoted in the Irish Aid development Education Strategy 2017-23.

On this occasion, we would like to bring to your attention the Dublin Declaration made by the Global Education Network Europe in July 2022. This was an update to 2002 Maastricht Declaration on Global Education and refers to the more universally accepted term of “global education” rather than “development education” which is now falling out of favour due to its colonial connotations.

“Our understanding of Global Education is education that enables people to reflect critically on the world and their place in it; to open their eyes, hearts and minds to the reality of the world at local and global level. It empowers people to understand, imagine, hope and act to bring about a world of social and climate justice, peace, solidarity, equity and equality, planetary sustainability, and international understanding. It involves respect for human rights and diversity, inclusion, and a decent life for all, now and into the future.

Global Education encompasses a broad range of educational provision: formal, non-formal and informal; life-long and life-wide. We consider it essential to the transformative power of, and the transformation of, education.”

<https://www.gene.eu/ge2050-congress>

One World Centre (Isle of Man)

May 2023

INTERNATIONAL DEVELOPMENT EDUCATION & AWARENESS RAISING

Programme Delivery Plan Template

Programme title	Development education and awareness raising 2023-2024
Applicant organisation(s)	One World Centre (Isle of Man)

Project Objective	Description of activities to achieve objective	Stakeholders/ Beneficiaries	Timeframe for activities	Monitoring mechanisms	Person/Area Responsible(s)
List the key objectives of the project	<ul style="list-style-type: none"> List the activities that will take place in order to achieve this objective 	Please list stakeholders/beneficiaries. Include numbers where possible.	Outline the timeframe for these activities (e.g. key dates, deadlines)	How will these activities be monitored in order to ensure that they achieve the project objectives, and remain within the planned timeframe?	Please provide detail of any key persons/bodies responsible for an activity. This is particularly important for partnerships
<p>Increase awareness of importance and relevance of Human Rights to all (including children)</p> <p>This will also link with our work on modern slavery</p> <p>All SDGs</p>	<p>Celebration of 75 years of Human Rights</p> <ul style="list-style-type: none"> School sessions (assemblies/lessons, potentially debates) Public events Session for businesses Potentially a publicly accessible memorial 	<ul style="list-style-type: none"> Schools Public Businesses 	75 th anniversary is December 2023 so from December onwards	<ul style="list-style-type: none"> Student and staff evaluations Public engagement and feedback Business engagement and feedback Engagement with other groups eg Isle of Play, Amnesty, 	OWC Coordinator

				Chamber of Commerce	
Global Citizenship Fortnight – a themed two weeks of activities to raise the profile of global education All SDGs and especially SDG 4	School activities and resources Public talks/activities Storytelling	<ul style="list-style-type: none"> • Children • Students • Public • We would be looking to engage with other groups eg U3A, Family Library to broaden this out 	Provisionally November to align with European Global Education Week	<ul style="list-style-type: none"> • Engagement • Feedback questionnaires 	OWC Coordinator
Raise awareness of migration/refugee/asylum issues, challenging prejudice and stereotyping Particularly SDGs 10 & 16	Escape to Safety interactive exhibition	<ul style="list-style-type: none"> • Secondary school students • General public 	Autumn 2023 (possibly part of Global Citizenship Fortnight but could stand alone)	<ul style="list-style-type: none"> • Engagement • Feedback forms 	OWC Coordinator
E-learning pilot – a self-paced online module to raise awareness of global citizenship All SDGs	Development of online learning module including information, reflection, quizzes etc	<ul style="list-style-type: none"> • Secondary school students (pilot study in one school) 	Spring 2024	<ul style="list-style-type: none"> • Engagement • Teacher evaluation • Built in assessments 	OWC Coordinator
Raise awareness of impact of fast fashion on people and the environment	Sustainable Fashion Competition with potential for public fashion show at end of project	<ul style="list-style-type: none"> • GCSE and A Level students • UCM students • Young people 	Winter 2023 or Spring 2024	<ul style="list-style-type: none"> • Engagement • Level of entries 	OWC Coordinator

SDGs 5, 8, 10 & 12					
Raise awareness of modern slavery both from a global perspective and the potential for local impact SDG 8, 10 & 16	Development of public/business awareness campaign. This would include posters, articles, presentations and potentially some training	<ul style="list-style-type: none"> • General public • Businesses 	October 2023 onwards	<ul style="list-style-type: none"> • Public engagement • Numbers attending • Number of businesses engaged 	OWC Coordinator
Raise awareness of Fairtrade as a way of ensuring social and trade justice SDG 8, 9, 10 & 12	Fairtrade Primary conference Fairtrade Fortnight activities	<ul style="list-style-type: none"> • Primary school students • Schools and general public 	January 2024 Feb/March 2024		OWC Coordinator with help from Fairtrade Group
Raise awareness and celebrate cultural diversity on the Isle of Man and charities/groups working for a fairer and more sustainable future All SDGs	Global Village event at Tynwald Day	<ul style="list-style-type: none"> • Public 	5 th July 2024	<ul style="list-style-type: none"> • Number of stallholders, performers etc • Number of visitors 	OWC Coordinator & Management Committee
General global awareness raising All SDGs	Film night series choosing films with environmental and social justice themes	<ul style="list-style-type: none"> • Public 	Winter 2023/Spring 2024	<ul style="list-style-type: none"> • Engagement 	OWC Coordinator

General global & SDG awareness raising All SDGs	Development of "Discovery Boxes" and a "global mobile library" for use in pre-school, primary, nurseries, Family Library etc	<ul style="list-style-type: none"> • Younger children 	Autumn 2024	<ul style="list-style-type: none"> • No of loans • Feedback from users 	OWC Coordinator
Knowledge sharing, collaboration and understanding of latest developments in development education/global learning All SDGs but especially SDG4	CoDEC conference (This activity is being funded by OWC directly)	<ul style="list-style-type: none"> • OWC as an organisation directly • OWC users and partners indirectly 	Summer 2023	<ul style="list-style-type: none"> • Feedback • Relationships established 	OWC Coordinator
General promotion of activities, initiatives, developing themes etc All SDGs	Media communications	<ul style="list-style-type: none"> • All 	Throughout grant period	<ul style="list-style-type: none"> • No. of posts, articles etc • No of social media/website clicks and engagement 	OWC Coordinator
Supporting schools with global education and awareness All SDGs	<p>General schools support eg ad hoc assembly and lesson requests</p> <p>Two days of Global Teacher Award Training for local primary and secondary school teachers (funded by DESC)</p>	<ul style="list-style-type: none"> • Schools • Teachers 	<p>Throughout grant period</p> <p>Sept/Oct 2023</p>	<ul style="list-style-type: none"> • No. of assemblies/lessons • Teacher feedback • No of teachers attending • Course evaluations and feedback 	<p>OWC Coordinator</p> <p>GTA Trainer/OWC Coordinator/DESC</p>

	A	B	C	D	E
1	OWC PROJECTED BUDGET INTERNATIONAL DEVELOPMENT EDUCATION AND AWARENESS RAISING ACTIVITIES 2022-23				
2					
3	75 years of Human Rights	Planning and organising	£1,325	50 hours @ £26.50	
4		Delivery to schools	£530	25 hours @ £26.50	
5		Business event	£1,000	Estimate	
6		Public event	£1,000	Estimate	
7					£3,855
8					
9	Global Citizenship Fortnight	Planning and organisation, development of school resources, liaison with other groups	£2,650	100 hours @ £26.50	
10		Public speaking event	£2,000	Speaker fees, travel & accommodation, venue hire	
11		Materials and print	£50		
12					£4,700
13					
14	Escape to Safety Interactive Exhibition	Planning and organising	£530	20 hours @ £26.50	
15		Transportation and set up	£2,000	Transportation from Lancaster/Heysham	
16		Venue cost	£1,000	Two weeks residence	
17		Teaching and experience time	£1,325	50 hours @ £26.50	
18					£4,855
19					
20	E-learning pilot	Development of online module	£1,060	40 hours @ £26.50	
21		Technical & design support	£300		
22					£1,360
23					
24	Sustainable Fashion Competition	Planning and organisation	£663	25 hours @ £26.5ph (Coordinator/Project Officer)	
25		Delivery school/group sessions (estimate 5)	£265	10 hours @ £26.5ph (Coordinator/Project Officer/Presenter)	
26		Prizes	£250		
27					£1,178
28					
29	Modern Slavery	Public information campaign	£1,500	30 hours @ £26.50ph (Coordinator/Project Officer) plus design and print of materials	
30		Planning , organising and delivery of workshop for businesses including venue etc		Assume meeting with speaker approx £800 based on costs of previous SDG breakfast event plus 10 hours	
31			£1,065	planning & delivery at £26.50ph	
32			-£1,000	Donation from Isle of Man Freethinkers	
33					£1,565
34					
35	Fairtrade Conference 2024	Planning and organisation	£928	35 hours @ £26.50ph (Coordinator/Project Officer)	
36		Delivery	£186	7 hours @ £26.50ph (Coordinator/Project Officer)	
37		Catering	£200	Picnic lunches and drinks	
38		Guest speaker expenses	£400	Assume airfare from NW England, one night accommodation db&b £100 and £100 speaker fees	
39		Materials, resources and print	£100	Postage of Fairtrade packs £50, print of materials for use on the day	
40					£1,813
41					
42	Fairtrade Fortnight 2024	Planning and organisation	£530	20 hours @ £26.50ph (Coordinator/Project Officer)	
43		Materials and resources	£50	Fairtrade items and samples, print and postage	
44		Delivery	£265	10 hours @ £26.50ph (Coordinator/Project Officer)	
45		Travel costs	£30	Mileage to events approx 66 miles @ 45ppm	
46					£875
47					

	A	B	C	D	E
48					
49	Global Village 2024	Planning and organisation	£3,869	Based on two people total of 146 hours @ £24ph (Coordinator/Project Officer)for each event	
50		Insurance	£500	(Estimate)	
51		Resources, electricity supply, signage	£500		
52		Staging	£800		
53		Publicity	£75	Primarily Facebook promotion & printed flyers - £30 each per event	
54					£5,744
55					
56					
57	Film series	Planning and organisation (assume 6)	£636	24 hours @ £26.50ph	
58		Licensing	£600	6 x £100 licensing fees	
59		Venue	£240	6 x £40	
60					£1,476
61					
62					
63	Resources	Two boxes, books, items and development of learning materials	£600		
64		Creation of small global mobile library storybooks for pre-school and younger children plus trolley	£400		
65					£1,000
66					
67					
68	Communications	3 hours per week on press, social media etc	£4,134	234 hours @ £26.50ph (Coordinator)	
69					£4,134
70					
71	General Schools support	Ad hoc assemblies, lesson requests	£1,325	50 hours @ £26.50ph	
72					£1,325
73					
74	CoDEC Conference		£550	Travel, accommodation and attendance	
75			-£550	Paid for by external fundraising	
76					£0
77					
78	Reporting	End of grant report and budget reconciliation	£530	20 hours @ £26.50	
79					£530
80					
81	Admin costs	<i>Contribution to rent, insurance, telecoms, evaluations, end of year report etc pegged at 10% of total grant</i>			
82		12 months office rent	£3,600	Based on current rent of £300 per month	
83		12 months telecoms - email, website plus PAYG mobile	£1,533		
84		12 months insurance	£600		
85				Capped at	£3,000
86					
87					
88		TOTAL			£37,410
89		IDEAR grant		£30,000	
90		Additional OWC funding and/or third party sponsorship		£7,410	
91					
92					
93					



One World Centre

Adult and Child Safeguarding Policy

Purpose

The purpose of this policy is to protect people, particularly children, at risk adults and beneficiaries of assistance, from any harm that may be caused due to their coming into contact with One World Centre. This includes harm arising from:

- The conduct of staff or personnel associated with One World Centre
- The design and implementation of One World Centre's programmes and activities

The policy lays out the commitments made by One World Centre and informs staff and associated personnel¹ of their responsibilities in relation to safeguarding.

This policy does not cover:

- Safeguarding concerns in the wider community not perpetrated by One World Centre or associated personnel.

What is safeguarding?

In the UK and Isle of Man, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect²

In the Humanitarian sector, we also understand it to mean protecting people, including children and at-risk adults, from harm that arises from responses and support.

Further definitions relating to safeguarding are provided in the glossary below.

Scope

- All staff contracted by One World Centre
- Associated personnel whilst engaged with work or visits related to One World Centre, including but not limited to the following: consultants; volunteers; contractors; programme visitors including journalists, donors, dignitaries, and politicians

Policy Statement

The One World Centre believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm,

¹ See 'Scope' for definition of associated personnel

² NHS 'What is Safeguarding? Easy Read' 2011

abuse, neglect and exploitation. The One World Centre will not tolerate abuse and exploitation by staff, volunteers or associated personnel.

In line with the Isle of Man Safeguarding Board the One World Centre agrees with the principles that:

'If you work for or volunteer with an organisation and you are concerned about the safeguarding of a vulnerable adult it is your responsibility to inform your line manager or the safeguarding officer in your organisation - 'doing nothing is not an option' and you should record that you have shared this with them.'

This policy will address the following areas of safeguarding: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

The One World Centre commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

Prevention

One World Centre responsibilities

One World Centre will:

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its programmes and activities in a way that protects people from any risk of harm that may arise from their coming into contact with One World Centre. This includes the way in which information about individuals in our programmes is gathered and communicated
- Implement stringent safeguarding procedures when recruiting, managing staff, volunteers and associated personnel.
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organisation
- Follow up on reports of safeguarding concerns promptly and according to due process
- Promote and align to the Core Humanitarian Principles to influence global responses and improve the quality and accountability of humanitarian work in and from the Isle of Man.
- Adhere to the policies and procedures of the schools where we provide development education and support.
- Adhere to the PromSpace Safeguarding Policy as part of our office contractual responsibilities and for all One World Centre events held on the premises.

Staff responsibilities

Child safeguarding

One World Centre staff, volunteers and associated personnel must not:

- Engage in sexual activity with anyone under the age of 18
- Sexually abuse or exploit children
- Subject a child to physical, emotional or psychological abuse, or neglect
- Engage in any commercially exploitative activities with children including child labour or trafficking

Adult safeguarding

One World Centre staff, volunteers and associated personnel must not:

- Sexually abuse or exploit at risk adults
- Subject an at-risk adult to physical, emotional or psychological abuse, or neglect

Protection from sexual exploitation and abuse

One World Centre staff, volunteers and associated personnel must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance
- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics

Additionally, One World Centre staff, volunteers and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by One World Centre staff member or associated personnel to the appropriate staff member

Enabling reports

One World Centre will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff, volunteers, associated personnel, and the communities we work with.

One World Centre will also accept complaints from external sources such as members of the public, partners and official bodies.

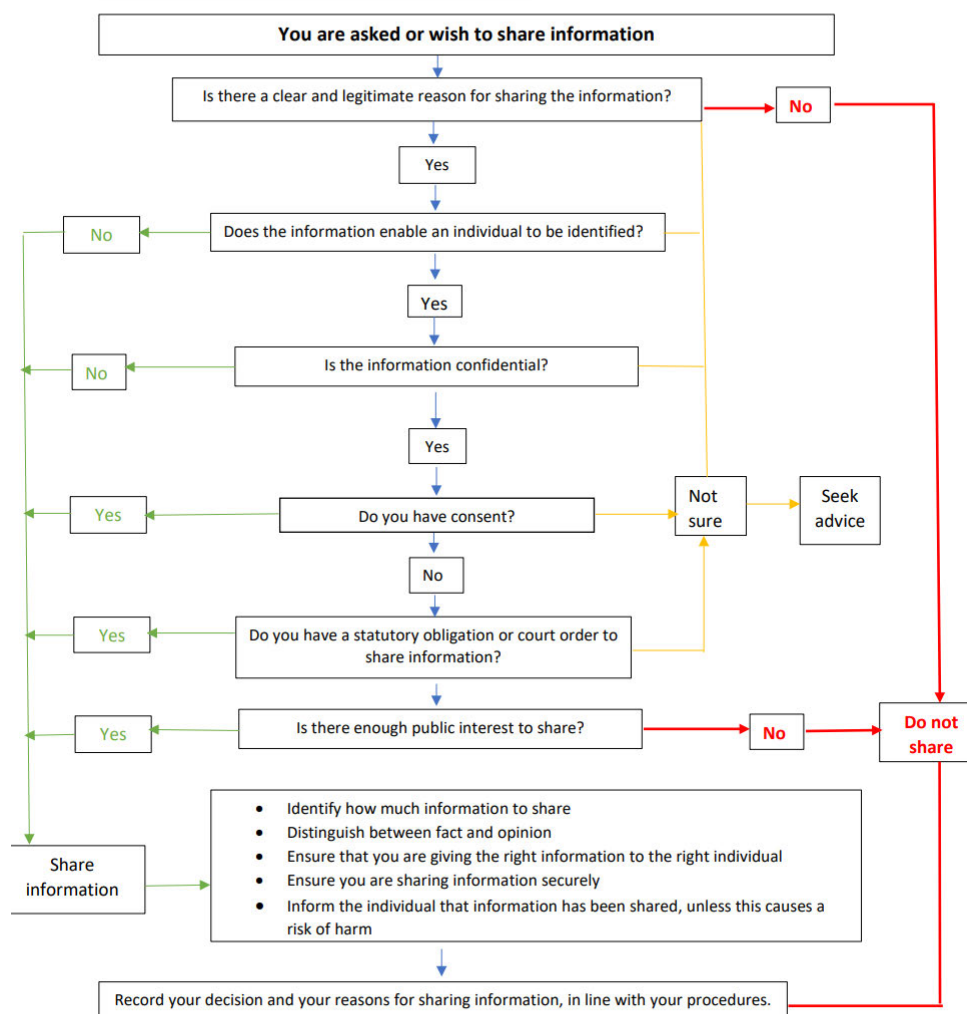
How to report a safeguarding concern

Staff, volunteers or associated personnel who have a complaint or concern relating to safeguarding should report it immediately to their Safeguarding Focal Point or One World Centre Coordinator. If the staff, volunteer or associated personnel does not feel comfortable reporting to their Safeguarding Focal Point or line manager (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to a senior member of the One World Centre Team or a member of the Committee.

One World Centre (Isle of Man) Coordinator – [REDACTED]

One World Centre (Isle of Man) Safeguarding Lead – [REDACTED]

In turn the One World Centre will share reports with the Isle of Man Safeguarding Board for external and independent review.



Response

The One World Centre will follow up safeguarding reports and concerns according to policy and procedure, and legal and statutory obligations in line with the Isle of Man Safeguarding Board.

The One World Centre will apply appropriate disciplinary measures to staff found in breach of policy.

The One World Centre will offer support to survivors of harm caused by staff or associated personnel, regardless of whether a formal internal response is carried out (such as an internal investigation). Decisions regarding support will be led by the survivor.

Confidentiality

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only, and should be kept secure at all times.

The Isle of Man Safeguarding Board Advises:

Sharing information is an intrinsic part when working with children and young people at risk of abuse or neglect. Sharing information can make the difference in ensuring that a child or their family gets the right help at the right time and prevents the escalation of needs into abuse or neglect. The risk of sharing information is often misunderstood. All those working with children and families must understand the risks of not sharing information. However, the most important consideration is whether sharing information is likely to support the safeguarding and protection of a child at risk of abuse or neglect.

Recruitment and selection of staff

The One World Centre recognises that anyone may have the potential to abuse a vulnerable adult or children in some way and all reasonable steps are taken to ensure unsuitable people are prevented from working with children. Before undertaking work with vulnerable adults or children, checks will be undertaken which must include the following:

- An application to the Disclosure and Barring Service (DBS) for the Director (or any other member of staff who will be directly working with children).
- Two confidential references, including regarding previous work with children where possible.
- Evidence of identity (passport or driving licence with photo).
-

With regards to other employees and volunteers who will not be working directly with children:

- Job requirements and responsibilities should be clarified.
- Safeguarding policies and procedures are explained and any training needs identified.
- All staff, volunteers and associated members should complete the Humanitarian Leadership Academy online Safeguarding training <https://kayaconnect.org/course/info.php?id=1651>
- All staff working directly with vulnerable adults and children should complete the Isle of Man Safeguarding Board trainings: Multi-agency safeguarding Children's training and Multi-agency safeguarding Adults training once it becomes available later in 2023.

Associated policies

One World Centre Safeguarding Code of Conduct

One World Centre Child Safeguarding Policy Review Sept 2022

One World Centre Safeguarding Policy

Procedures for reporting and response to safeguarding concerns

PromSpace Safeguarding Policy of Promenade Methodist Church

Glossary of Terms

At risk adult

Sometimes also referred to as vulnerable adult. A person who is or may be in need of care by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Beneficiary of Assistance

Someone who directly receives goods or services from the One World Centre's programme. Note that misuse of power can also apply to the wider community that the NGO serves, and also can include exploitation by giving the perception of being in a position of power.

Child

A person below the age of 18

The Core Humanitarian Standard

The Core Humanitarian Standard on Quality and Accountability (CHS) is a globally recognised voluntary standard that sets out Nine Commitments that organisations and individuals involved in humanitarian response can use to improve the quality and effectiveness of the assistance they provide.

The CHS places communities and people affected by crisis at the centre of humanitarian action. As a core standard, the CHS describes the essential elements of principled, accountable and high-quality humanitarian aid.

Harm

Psychological, physical and any other infringement of an individual's rights

Modern Day Slavery

Modern slavery is the severe exploitation of other people for personal or commercial gain. People end up trapped in modern slavery because they are vulnerable to being tricked, trapped and exploited, often as a result of poverty and exclusion. It is these external circumstances that push people into taking risky decisions in search of opportunities to provide for their families or are simply pushed into jobs in exploitative conditions.

- **Human trafficking.** The use of violence, threats or coercion to transport, recruit or harbour people in order to exploit them for purposes such as forced prostitution, labour, criminality, marriage or organ removal.
- **Forced labour.** Any work or services people are forced to do against their will under threat of punishment.
- **Debt bondage/bonded labour.** The world's most widespread form of slavery. People trapped in poverty borrow money and are forced to work to pay off the debt, losing control over both their employment conditions and the debt.
- **Descent-based slavery.** Most traditional form, where people are treated as property, and their "slave" status was passed down the maternal line.
- **Slavery of children.** When a child is exploited for someone else's gain. This can include child trafficking, child soldiers, child marriage and child domestic slavery.
- **Forced and early marriage.** When someone is married against their will and cannot leave. Most child marriages can be considered slavery.

Psychological harm

Emotional or psychological abuse, including (but not limited to) humiliating and degrading treatment such as bad name calling, constant criticism, belittling, persistent shaming, solitary confinement and isolation

Protection from Sexual Exploitation and Abuse (PSEA)

The term used by the humanitarian and development community to refer to the prevention of sexual exploitation and abuse of affected populations by staff or associated personnel. The term derives from the United Nations Secretary General's Bulletin on Special Measures for Protection from Sexual Exploitation and Abuse (ST/SGB/2003/13)

Safeguarding

In the UK and Isle of Man, safeguarding means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect³

In our sector, we understand it to mean protecting people, including children and at risk adults, from harm that arises from coming into contact with our staff or programmes. One donor definition is as follows:

Safeguarding means taking all reasonable steps to prevent harm, particularly sexual exploitation, abuse and harassment from occurring; to protect people, especially vulnerable adults and children, from that harm; and to respond appropriately when harm does occur.

This definition draws from our values and principles and shapes our culture. It pays specific attention to preventing and responding to harm from any potential, actual or attempted abuse of power, trust, or vulnerability, especially for sexual purposes.

Safeguarding applies consistently and without exception across our programmes, partners and staff. It requires proactively identifying, preventing and guarding against all risks of harm, exploitation and abuse and having mature, accountable and transparent systems for response, reporting and learning when risks materialise. Those systems must be survivor-centred and also protect those accused until proven guilty.

Safeguarding puts beneficiaries and affected persons at the centre of all we do.

Sexual abuse

The term 'sexual abuse' means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Sexual exploitation

The term 'sexual exploitation' means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. This definition includes human trafficking and modern slavery.

Survivor

The person who has been abused or exploited. The term 'survivor' is often used in preference to 'victim' as it implies strength, resilience and the capacity to survive, however it is the individual's choice how they wish to identify themselves.

³ NHS 'What is Safeguarding? Easy Read' 2011



One World Centre Risk Register

Identified Risks	Potential impact on project	Severity	Probability	Steps taken	Risk owner
Operational					
Limited personnel	Inability to deliver or complete projects	High	Low	<ul style="list-style-type: none"> Contract of employment in place Use of external experts and volunteers 	Management Committee
Loss of office base	Lack of central meeting and work space	Low	Medium	<ul style="list-style-type: none"> Alternative accommodation sought Staff to work from home 	Management Committee
Financial					
Adequate funding not secured	Inability to deliver or complete projects	High	Low	<ul style="list-style-type: none"> Donors and grants sought for projects 	Management Committee
Fraud	Inability to complete projects/reputational damage	High	Low	<ul style="list-style-type: none"> "Two to sign" bank account Financial reporting at management 	Management Committee

				committee meetings	
Regulatory Non-compliance with charities and other regulation	Reputational damage and/or fine	High	Low	<ul style="list-style-type: none"> Regulatory issues and emerging regulation discussed at management committee Training through other charities, Chamber of Commerce and professional bodies 	Management Committee
External Competition from other charities/organisations	Less demand for services	Medium	Low	<ul style="list-style-type: none"> OWC focus is specifically development education 	Management Committee

Last Reviewed: 1st May 2023