

THE FALKLAND ISLANDS MEMORIAL CHAPEL

SAFEGUARDING POLICY

Introduction

The Falkland Islands Memorial Chapel, opened by Her late Majesty Queen Elizabeth II in March 2000, is located at Pangbourne College ("the College"), near Reading in Berkshire.

Whilst the Chapel is used extensively by the College as its primary focus for worship, the site is also used, once each year, for the holding of a Service of Remembrance and Thanksgiving in memory of all Servicemen, men of the Merchant Navy, co-opted civilians and men of the Royal Fleet Auxiliary who died or otherwise took part in the Falklands War of 1982.

The Chapel's Trustees ("the Trustees") created a Trust Fund to raise money for the erection and maintenance of the Chapel, and fundraising for this requirement remains an important aspect of the work of the Trustees. Additionally, the Trustees have two Restricted Welfare Funds: the Falkland Families Welfare Fund is available to provide support to the bereaved families of the fallen; and the Welfare Fund which contributes to the cost of staging the annual Service of Remembrance and Thanksgiving and also assists with travel and accommodation costs of Falklands War veterans and their families requiring assistance either to attend the annual Service or to make a private visit to the Chapel.

Safeguarding Requirement

In considering the requirement for a Safeguarding Policy, the Trustees have taken note of the Government's guidance on the Safeguarding Duties for Charity Trustees.

The principal user of the Chapel is the College. A comprehensive Child Protection and Safeguarding Policy is maintained by the College and is reviewed annually. A copy of this Policy is available on the College's website (www.pangbourne.com).

The Trustees have reviewed the full list of the risks of which they need to be aware, as set out in the Government guidance. The two greatest areas of risk are considered to be as follows:

- The dealings with the communities of the veterans, the bereaved families and the Chapel's supporters;
- Fundraising.

The Trustees have one part-time employee who has ready access to any one of the Trustees, if there are any concerns over the conditions of employment or over treatment.

The Chapel's Communities

The main interface between the Chapel's various communities is through the Trustees' Secretary. To avoid any suggestion of discrimination, physical or emotional abuse, or bullying/harassment, all requests for support are reviewed by at least three Trustees. This obviates the possibility of any one individual acting inappropriately.

Whilst the great majority of individuals in the Chapel's community are not at any risk, the nature of the Trustees' work in aiding the families of the fallen and the increasingly elderly body of veterans, some of whom are disabled physically or through Post Traumatic Stress Disorder, is a potential area of risk. Great effort is, however, taken to accommodate the needs of those individuals, of whom we are aware, who fall within these two categories.

The Trustees are also aware that individuals might target the charity, potentially through a fraudulent claim for support, or that an individual might abuse a position of trust they hold within the charity. To the extent that these risks can be mitigated, no one individual (be it the Secretary or a Trustee) can decide a particular issue, and this ensures that all matters are considered dispassionately and, as far as is practicable, fairly.

Access to the Chapel

The Trustees are mindful of the need to ensure that the College's students, staff and visitors are not put at risk by individuals or parties seeking to visit the Chapel. To mitigate against this risk, the Chapel's website provides instructions to be followed by those wishing to visit the Chapel. This includes the requirement, wherever possible, to provide prior notice of the intention to visit, along with guidance on how to proceed beyond the College's entrance barrier. CCTV is in operation so that the College's office staff can vet visitors, prior to lifting the barrier.

Fundraising

The Trustees are constantly fundraising, seeking donations both from grant making trusts ("GMTs") and from individuals.

Considerable efforts are taken to ensure that the requirements of GMTs are satisfied, often including examples of the use to which the funds sought are deployed in support of vulnerable or disadvantaged individuals. Representatives of the larger GMTs are invited to attend the annual Service so that they can see, first hand, the outcomes that they are funding.

The sums contributed by individuals as single donations or through regular giving or as bequests are an important part of the Trust's income streams. The Trustees recognise that the emotions generated as a result of the Trust's work, particularly amongst the veterans, could potentially lead to significant donations being made on a spur of the moment. Whilst the Trustees have never had cause to believe that this has been the case, they are mindful of the possibility and, when the source of the funds is known, would question or return any funds received under these circumstances. Few bequests have been received to date, but where prior notice is given of the intention to make such a gift, particular attention is paid to ensuring that the generosity is soundly based.

Health & Safety

The Chapel is maintained in line with all legislative requirements, with the responsibility being split between the Trustees and the College as set out in a Memorandum of

Understanding. The Trustees formally inspect the Chapel annually, at which point any necessary actions to address potential health and safety hazards are addressed.

The Chapel is readily accessible to wheelchair users.

Safeguarding Incidents

In the event that a potential safeguarding incident is brought to the attention either of the Trustees or of the Trustees' Secretary, and noting that some flexibility will be required depending on the nature of the incident, the following actions will be taken:

- The Chairman and Deputy Chairman will be informed of the incident and, if the circumstances so warrant, any immediate actions required will be set in hand;
- The Chairman and Deputy Chairman will consider the need for any formal legal guidance to be sought;
- A log will be maintained of the incident, and any associated evidence will be collected;
- It may be deemed necessary to involve Social Services or the Police and, if the situation warrants, to submit a serious incident report to the Charity Commission;
- The Charity will act upon any recommendations for any changes to the Trust's procedures that may be required to prevent any repetition of the circumstances leading up to the incident.

Complaints

Any complaints arising from the above procedure will be referred to an independent third party, acceptable both to the Trustees and to the aggrieved party, for consideration.

Training

All Trustees and the Trustees' Secretary will be expected to be familiar with the Trust's Safeguarding Policy and to be alert to any signs of possible abuse. In view of the nature of the Trust's work, it is not considered that Disclosure and Barring Service checks are warranted for the Trustees or for the Trustees' Secretary.

The Safeguarding Policy is displayed on the Trust's website to ensure that all volunteers, donors and beneficiaries have access to the Policy and are alert to the issues of safeguarding and people protection.

Policy Review

This policy will be reviewed annually at the Trust's AGM.

16 September 2026