



POLICIES & PROCEDURES

Pyramid of Arts

Personal Safety and Security



Pyramid of Arts recognises that all members and employees have the right to participate/ work safely in all areas of our work.

Personal security refers to the ways in which we ensure each individual is safe when involved in a Pyramid of Arts activity.

This document highlights other policies which give more detailed information about how we protect our members and employees.

Personal Information

The **Data Protection Policy** and **Confidentiality Statement** explain the ways in which we process personal information and how we protect it.

Safeguarding

The **Safeguarding Vulnerable Adults** and **Safeguarding Children Protection Policies** explain how we define and recognise abuse; what we do to safeguard people from abuse in our groups and what to do if you believe someone at Pyramid is at risk of, or suffering from, abuse.

Health and Safety

The **Health and Safety Policy** explains how we keep our members and employees physically safe. The **Risk Assessment and Management Policy** shows how we consider the potential hazards, and minimise risk, in advance of any activity.

Accountability

The **Complaints Procedure** (for members), **Grievance Procedure** (for staff) and **Whistleblowing Policy** explain what to do if you believe Pyramid of Arts has failed in any aspect of its duty of care towards staff and members.