

Safeguarding Adults Policy and Procedures

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1. Introduction

We all have a responsibility to safeguard adults who are experiencing, or are at risk of, abuse and neglect.

This policy and procedures outline what adult safeguarding is and what to do if you have a concern. The safeguarding children and young people policy, for those under the age of 18, is covered in a separate document [SRK Child Safeguarding Policy and Procedures].

2. Policy statement

Seitou Ryu Karate is committed to creating and maintaining a safe and positive environment for all people involved in the club. We accept our responsibility to assist in the welfare of all people and to safeguard them from poor practice, abuse and bullying.

All individuals within the club - students/parents/instructors/coaches/volunteers- have a role and responsibility to help ensure the safety and welfare of adults.

Seitou Ryu Karate accepts that we are required to fulfil our duty of care, which means that we must do everything that can be reasonably expected of us to help safeguard and protect people from harm, and to act when we suspect that someone is being harmed, or is at risk of harm.

3. What is adult safeguarding?

The official definition of “Adult safeguarding” is working with adults with care and support needs to keep them safe from abuse or neglect. It is an important part of what many public services do, and a key responsibility of local authorities (Care Act 2014).

The safeguarding duties apply to an adult who:

- Has needs for care and support (whether or not the local authority is meeting any of those needs)
- Is experiencing, or is at risk of, abuse or neglect
- Is unable to protect themselves from either the risk of, or the experience of, abuse or neglect, as a result of those care and support needs

Adults who fulfil these criteria are 'adults at risk'.

People can have a need for care and support for a variety of reasons – for example they may have a learning disability, a physical disability, a chronic health condition or a mental health issue. Such conditions may bring with them additional vulnerabilities, however having care and support needs does not mean that people are automatically adults at risk and need safeguarding.

Safeguarding adults is underpinned by:

- The Care Act 2014
- Mental Capacity Act (MCA) 2005

Types of abuse suffered by adults identified in the Care Act 2014 are:

- Physical
- Sexual
- Psychological/emotional/mental
- Financial and material
- Neglect and acts of omission
- Discriminatory
- Organisational
- Modern Day Slavery
- Domestic Violence
- Self-Neglect – including hoarding

Other types of harm that adults may experience include:

- Cyber Bullying
- Forced Marriage
- Female Genital Mutilation
- Hate Crime
- Radicalisation

4. Safe recruitment and safeguarding training

We want to make sure that all of our volunteers and instructors have the right skills and qualities to create a safe environment. All instructors and volunteers will be subject to safe recruitment procedures and will also be updated with any relevant legislation, policies and procedural changes. Appropriate training will be identified and offered, including safeguarding adults training.

5. Communication

The organisation will make available its Safeguarding Adults Policy and Procedures to all instructors, students, volunteers and partner organisations.

6. What to do if you have concerns about an adult member

Organisation instructors, students and volunteers are not expected to be experts in recognition of a safeguarding concern; however, all adults working, volunteering and participating have a duty of care to be vigilant and respond appropriately to suspicions of poor practice, abuse or bullying. They should also respond to any indication of abuse that may be occurring outside of the organisation setting.

This does not mean that it is your responsibility to decide if a situation is poor practice, abuse or bullying, but it is your responsibility to report your concerns to the SRK Welfare Officer.

If you cannot contact someone within the organisation or feel that your concerns are not being dealt with properly you can contact your local authority safeguarding adults teams;

- Wickford <https://www.basildon.gov.uk/article/7358/Safeguarding-Help-and-support>
- Thurrock <https://www.thurrock.gov.uk/keeping-safe-from-abuse/reporting-concerns>

or ACT, the national safeguarding adults organisation www.anncrafttrust.org

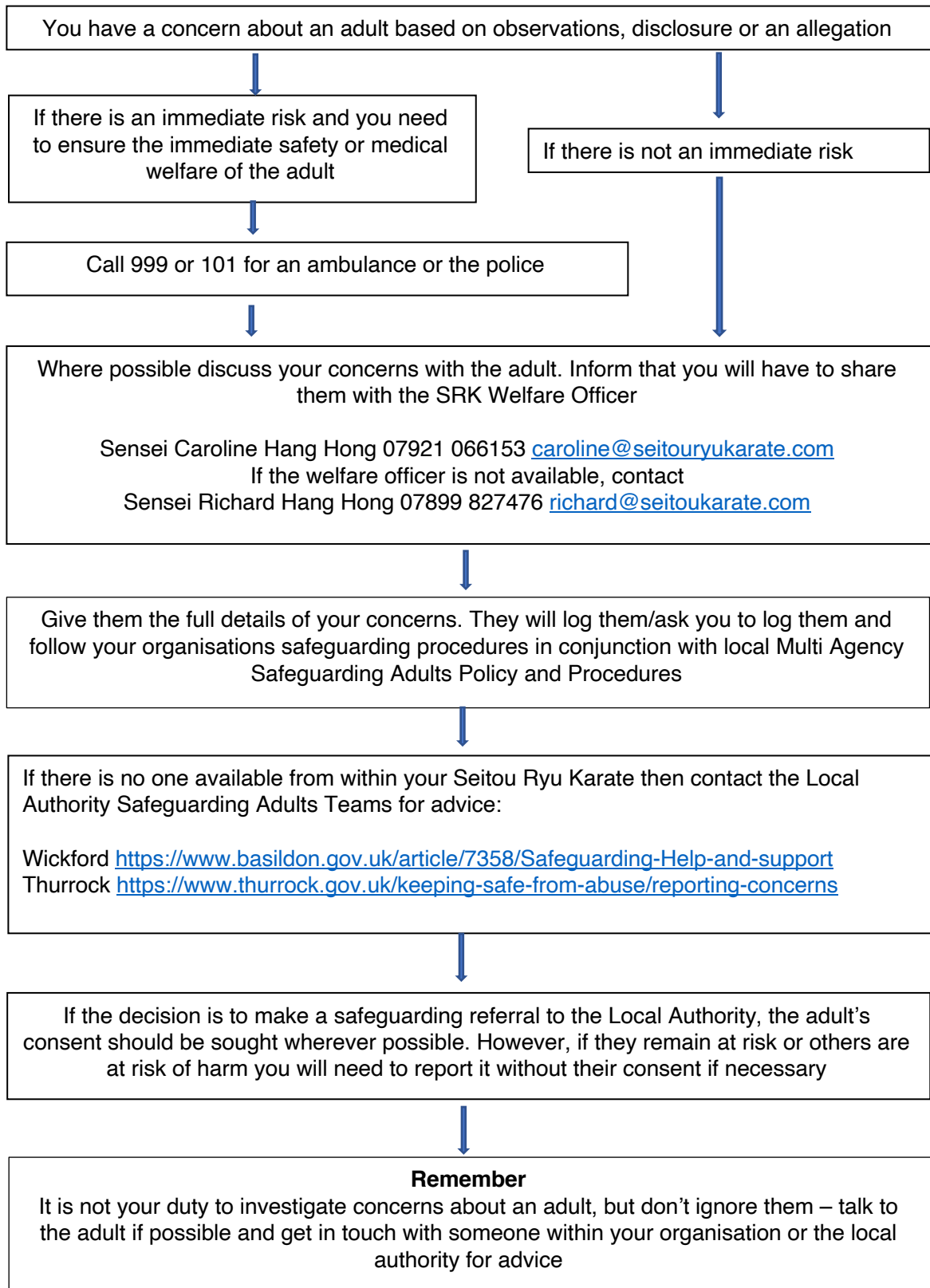
7. Monitoring

The policy will be reviewed one year after development and then every three years, or in the following circumstances:

- Changes in legislation and/or government guidance
- As required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils
- As a result of any other significant change or event

Policy Written	Policy Author	Policy approved by	First review	Second review
October 2019	C Hang Hong	R Hang Hong	October 2020	October 2023

Appendix 1: Safeguarding Adults – Procedure



Appendix 2: Legislation and Government Initiatives

Sexual Offences Act 2003

<http://www.legislation.gov.uk/ukpga/2003/42/contents>

The Sexual Offences Act introduced a number of new offences concerning vulnerable adults and children. www.opsi.gov.uk

Mental Capacity Act 2005

<http://www.legislation.gov.uk/ukpga/2005/9/introduction>

Its general principle is that everybody has capacity unless it is proved otherwise, that they should be supported to make their own decisions, that anything done for or on behalf of people without capacity must be in their best interests and there should be least restrictive intervention.

www.dca.gov.uk

Safeguarding Vulnerable Groups Act 2006

<http://www.legislation.gov.uk/ukpga/2006/47/contents>

Introduced the new Vetting and Barring Scheme and the role of the Independent Safeguarding Authority. The Act places a statutory duty on all those working with vulnerable groups to register and undergo an advanced vetting process with criminal sanctions for non-compliance.

www.opsi.gov.uk

Deprivation of Liberty Safeguards

<https://www.gov.uk/government/collections/dh-mental-capacity-act-2005-deprivation-of-liberty-safeguards>

Introduced into the Mental Capacity Act 2005 and came into force in April 2009. Designed to provide appropriate safeguards for vulnerable people who have a mental disorder and lack the capacity to consent to the arrangements made for their care or treatment, and who may be deprived of their liberty in their best interests in order to protect them from harm.

Disclosure & Barring Service 2013

<https://www.gov.uk/government/organisations/disclosure-and-barring-service/about>

Criminal record checks: guidance for employers - How employers or organisations can request criminal records checks on potential employees from the Disclosure and Barring Service (DBS).

www.gov.uk/dbs-update-service

The Care Act 2014 – statutory guidance

<http://www.legislation.gov.uk/ukpga/2014/23/introduction/enacted>

The Care Act introduces new responsibilities for local authorities. It also has major implications for adult care and support providers, people who use services, carers and advocates. It replaces No Secrets and puts adult safeguarding on a statutory footing.

Making Safeguarding Personal Guide 2014

<http://www.local.gov.uk/documents/10180/5852661/Making+Safeguarding+Personal+-+Guide+2014/4213d016-2732-40d4-bbc0-d0d8639ef0df>

This guide is intended to support councils and their partners to develop outcomes-focused, person-centred safeguarding practice.

Appendix 3: Useful Contacts

Seitou Ryu Karate Welfare Officer/Designated Safeguarding Lead (DSL)

- Name: Caroline Hang Hong
- Email: caroline@seitouryukarate.com
- Telephone: 07921 066153

Police Information

- Name: Essex Police
- Website: <https://www.essex.police.uk/contact/af/contact-us/>
- Telephone: see below
- For emergency enquiries call 999
- For non-emergency enquiries call 101
- If you're deaf or hard of hearing, use the textphone service on 18001 101

Ann Craft Trust - Safeguarding Adults in Sport and Activity:

- Website: www.anncrafttrust.org
- Email: Ann-Craft-Trust@nottingham.ac.uk
- Telephone: 0115 951 5400