

Child & Adult at Risk Protection Policy

2.1 Introduction

Safeguarding is at the heart of all our work with children, young people and adults at risk. Safe and Sound Group has a duty to ensure that it makes arrangements to safeguard and promote the welfare of children and young people, and to protect adults at risk from abuse or the risk of abuse.

The legislation and guidance relevant to safeguarding and promoting the welfare of children and adults at risk includes the following: The Children and Social Work Act (2017), The Children Act 1989 and 2004, Working together to safeguard children (2018), No Secrets (2000), The Crime and Disorder Act (1998), The Health and Social Care Act (2008) and the Care Act (2014).

2.2 Scope of the policy

The policy is to be used by any member of staff or volunteer working directly with children and young people, and Adults at Risk, *and to any other support staff or Trustee of the organisation who become involved in a child protection concern in the course of their work for Safe and Sound Group. Children, young people, Adults at Risk and parents/carers are informed of the policy as appropriate.*

The policy applies to anyone with whom we are in contact in the course of our work, who is a child, a young person, or Adult at Risk. Where the policy or procedure refers to a 'child' or 'young person' we mean anyone who has not yet reached the age of 18 years. An adult at risk is someone aged 18 years or over 'who is or may be in need of community care services 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' (Department of Health, No Secrets, 2000 Care Act 2014).

This policy is reviewed, endorsed and approved by the board of trustees annually, or when legislation changes.

2.3 Purpose of this Policy and Procedure

This policy and procedure sets out how Safe and Sound Group implements safeguarding for children, young people, and Adults at Risk with whom they come into contact in the course of their work.

Safe and Sound Group is committed to devising and implementing policies so that everyone within the organisation accepts their responsibilities for safeguarding children, young people and Adults at risk from abuse and neglect. This means following procedures to protect them and reporting any concerns about their welfare to the appropriate authorities.

This policy and procedure helps us to achieve this by:

- Supporting us to safeguard children, young people and Adults at Risk in practice, by defining abuse and informing us what to do
- Ensuring we all work to the same policy and procedure
- Making sure we are accountable for what we do
- Being clear what roles and responsibilities we all have in safeguarding
- Saying what staff can expect from the organisation to help them work effectively

This policy is informed by and supports our organisational purpose and is how we comply with local Safeguarding Children and Adults at Risk policies and procedures in the areas where we operate.

2.4. Who is a Child, Young Person, Adult at Risk?

a) Child/Young Person

A child or young person means someone who is under 18 years of age, that is, has not reached their 18th birthday.

For Safe and Sound, this could refer to the child/young person we are working with directly, or the child of one of these young persons, or of another person, with whom we are in contact in the course of our work.

When concerns are raised about the child of a service user (child or vulnerable adult), the needs of the youngest takes precedence.

b) Adult at Risk

This policy applies to any 'Adult at Risk', defined by the following:

Any person aged eighteen or over who -

- Is or may be in need of community care services by reason of mental or other disability, age or illness; and
- Is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Safe and Sound Group will sometimes be working with an Adult at Risk where a child/young person has reached 18 years and support is continuing, usually short term, or where a former service user has joined our youth participation project. Also, Safe and Sound Group will come across adults at risk in the course of their work with families. There may be occasions when we come across adults at risk within the household of or associating with a child/young person or parent we are working with and we will adopt the Think Family approach, working with adult agencies to meet their needs.

In all instances, our approach to safeguarding Adults at Risk we are in contact with follows the same principles, and safeguarding processes as we do for safeguarding children.

2.5. Objectives of Policy

We will achieve the outcome by having these things in place:

- Safe organisational ethos
- Safe environment
- Safe processes for working with service users
- Safe collection and use of information, and ways of communicating
- Safe staff

Principles

In support of these objectives, we are committed to the following principle:

To achieve a safe ethos, we will

- Work to support the organisational purpose which is to reach out to, and seek to protect, children and young people who are at risk
- Promote the safety of children, young people and adults at risk in all our work, both directly and indirectly through our partnership and campaigning work
- Support the spirit and practice of Safe and Sound Group's safeguarding ethos in all that we personally do
- Have in place quality assurance processes that help us to ensure we are all safeguarding in practice
- Treat all children, young people and adults fairly in being able to access services which meet their needs, regardless of gender, ethnicity, disability, sexual orientation or beliefs

To achieve a safe environment, we will

- Ensure the welfare and safety of children, young people and Adults at Risk is paramount in all our activities
- Listen to service users and take account of what they tell us in making decisions about them
- Take all reasonable steps to protect service users from harm, discrimination, and degrading treatment
- Practice with respect for children's rights, wishes and feelings
- Regularly assess and review safety risks which arise from premises, activities, equipment and travel arrangements, as outlined in the organisation's **Health and Safety Policy**

To achieve safe processes, we will

- Take all suspicions and allegations of abuse, from inside or outside the organisation, seriously, and respond to them promptly and appropriately
- Be clear about everyone's roles and responsibilities
- Implement safeguarding procedures that are compliant with the expectations of the safeguarding arrangements in the areas where we operate
- Have in place clear arrangements for how we would respond to concerns about how we implement safeguarding in practice within the organisation

To achieve safe information, we will

- Be clear with service users how the things they tell us will be used
- Publish our Safeguarding policy on our website
- Communicate promptly and clearly within Safe and Sound Group and with external agencies, and follow the requirements of information sharing protocols in the localities in which we operate
- Keep good records of our work with service users and also of our management of staff's work
- Hold service users' information with care, and use it for agreed purposes only

To achieve safe staff, we will

- Recruit trustees, staff and volunteers with regard to their suitability for work with children, including use of enhanced Disclosure and Barring Service checks
- Provide trustees, staff and volunteers with guidance and training in their safeguarding role, and ensure they have access to our policies and procedures
- Make sure everyone has access to advice on safeguarding at all times in the course of their work
- Be clear with everyone what their individual role and responsibility is in safeguarding
- Support staff and volunteers to carry out their job with appropriate supervision

