

Safeguarding policy

Background

WILDTEAM is committed to keeping safe adults at risk whom it works alongside. WILDTEAM is committed to ensuring that all managers, staff, volunteers and trustees are aware of the signs and symptoms of abuse. Disseminating/Reviewing Policy and Procedures

This safeguarding policy and procedures will be clearly communicated to staff. The Designated Safeguarding Lead (s) will be responsible for ensuring that this is done.

Adults at risk are defined in the Care Act 2014 as individuals aged over 18 who:

- “Have needs for care and support (whether or not the Local Authority is meeting any of those needs).
- Is experiencing, or at risk of, abuse or neglect.
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.”

WILDTEAM acknowledges its duty to act appropriately to any allegations, reports, or suspicions of abuse. This policy applies to all staff members staff, volunteers, and trustees. This policy are in place in order for staff to work to prevent abuse and know what to do should a concern arise. They will enable WILDTEAM to:

- Promote good practice and work in a way that can prevent harm and abuse occurring.
- Ensure that any allegations of abuse or suspicions are dealt with appropriately and the person experiencing abuse is supported.

This policy will need to be read in conjunction with the following WILDTEAM policies:

- Equality, diversity, and inclusion
- Staff and volunteer handbook

Forms of abuse

Abuse may be carried out deliberately or unknowingly. Abuse may be a single act or repeated acts. People who behave abusively come from all backgrounds and walks of life. They may be people in positions of trust; they may also be relatives, friends, neighbours, or people who use the same services as the person experiencing abuse.

Discriminatory abuse

Including forms of harassment, bullying, slurs, isolation, neglect, denial of access to services or similar treatment; because of race, gender and gender identity, age, disability, religion or because someone is lesbian, gay, bisexual or transgender. This includes racism, sexism, ageism, homophobia or any other form of hate incident or crime.

Domestic abuse or violence

Including an incident of a pattern of incidents of controlling, coercive or threatening behaviour, violence, or abuse, by someone who is, or has been, an intimate partner or family member regardless of gender or sexual orientation. This includes psychological/emotional, physical, sexual, financial abuse; so, called 'honour' based violence, forced marriage or Female Genital Mutilation (FGM).

Financial or material abuse

Including theft, fraud, internet scamming, exploitation, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits.

Modern slavery

Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive, and force individuals into a life of abuse, servitude and inhumane treatment.

Neglect and acts of omission

Includes ignoring medical, emotional or physical care needs, failure to access appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

Organisational (sometimes referred to as Institutional) abuse

Including neglect and poor care practice. This may range from one off incidents to ongoing ill treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

Physical abuse

Including assault, hitting, slapping, pushing, burning, misuse of medication, restraint or inappropriate physical sanctions.

Psychological (sometimes referred to as emotional)

Including threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber-bullying, isolation or unreasonable and unjustified withdrawal of services or support networks.

Sexual abuse

Including rape, indecent exposure, sexual assault, sexual acts, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts to which the adult has not consented or was pressured into consenting. It also includes sexual exploitation which is exploitative, situations, contexts and relationships where the person receives 'something' (e.g. food, accommodation, drugs, alcohol, mobile phones, cigarettes, gifts, money) or perceived friendship/relationship as a result of them performing, and/or another or others performing sexual acts.

Self-neglect

Includes a person neglecting to care for their personal hygiene, health or surroundings or an ability to provide essential food, clothing, shelter or medical care necessary to maintain their physical and mental health, emotional wellbeing and general safety. It includes behaviour such as hoarding.

Responsibilities

WILDTEAM

- Ensure that all staff are familiar with this policy and associated procedures.
- Act within its privacy policy and will usually gain permission from adult clients before sharing information about them with another agency. The safeguarding of an adult who is at risk or if a crime has been committed will override any need for consent.
- Endeavour to keep up to date with national developments relating to preventing abuse and welfare of adults.
- Assign a Designated Safeguarding Lead and ensure that the Designated Safeguarding Lead understands her/his responsibility to refer incidents of abuse to the relevant statutory agencies (Police/Social Care).
- Respond appropriately when abuse has or is suspected to have occurred.
- Understand how diversity, beliefs and values of people who use services may influence the identification, prevention and response to safeguarding concerns.
- Ensure that all employees, volunteers, trustees who come into contact with vulnerable adults have a DBS check in line with the requirements of the Independent Safeguarding Authority Vetting and Barring Scheme. This will include undertaking a DBS check on any potential trustee as well as all existing trustees.

Designated Safeguarding Lead

- Ensure that all staff are aware of what they should do and who they should go to if they have concerns that an adult at risk may be experiencing or has experienced abuse or neglect.
- Ensure that concerns are acted on, clearly recorded and referred to Customer First and/or the allocated social worker where necessary.
- Follow up any safeguarding referrals and ensure the issues have been addressed.
- Manage and have oversight over individual complex cases involving allegations against an employee, volunteer or Trustee, paid or unpaid.
- Consider any recommendations from the safeguarding process.
- Reinforce the need for confidentiality and to ensure that staff, volunteers and trustees are adhering to good practice with regard to confidentiality and security.

- Ensure that staff working directly with clients who have experienced abuse, or who are experiencing abuse, are well supported and receive appropriate supervision.
- Ensure staff, volunteers and trustees are given support and afforded protection, if necessary, under the Public Interest Disclosure Act 1998; they will be dealt with in a fair and equitable manner and they will be kept informed of any action that has been taken and its outcome.

WILDTEAM staff and volunteers

- To follow the safeguarding policy and procedures at all times, particularly if concerns arise about the safety or welfare of an adult at risk.
- To participate in safeguarding training and maintain current working knowledge of safeguarding.
- Always discuss any concerns about the welfare of any client with their line manager. If the line manager is unavailable, staff and volunteers must go direct to the DSL.
- Work collaboratively with other agencies to safeguard and protect the welfare of people who use WILDTEAM services.
- Remain alert at all times to the possibility of abuse.
- Recognise the impact that diversity, beliefs and values of people who use services can have.

WILDTEAM Trustees

Trustees have a duty of care to prevent risks to WILDTEAM's reputation as well as the people it helps.

Responding to abuse

WILDTEAM recognises that it has a duty to act on reports, or suspicions of abuse or neglect. It also acknowledges that taking action in cases of adult abuse is never easy.

Responding if WILDTEAM receives an allegation of abuse

- Reassure the person concerned.
- Listen to what they are saying.
- Record what you have been told/witnessed as soon as possible.
- Remain calm and do not show shock or disbelief.
- Tell them that the information will be treated seriously.
- Ask questions to ensure you gather the full facts but do not start to investigate or ask detailed or probing questions.
- Use the vulnerable adult own words where possible.
- Do not promise to keep it a secret.
- Tell the vulnerable adult what you are going to do next and explain that you will need to get help to keep him/her safe.

Responding if WILDTEAM staff, volunteers, or trustees witness abuse

- Call an ambulance if required.
- Call the Police if a crime has been committed.
- Preserve evidence.
- Keep yourself and others safe.
- Inform the Designated Safeguarding Manager.
- Record what happened in the agreed place/file/log.

Responding to allegations made against WILDTEAM staff, volunteers, or trustees.

The person should immediately report this to their line manager or Designated Safeguarding Lead. If the allegation is made about the Designated Safeguarding Lead (s), staff must inform their line manager who will in turn inform the Executive Director of WILDTEAM.

Recording and Managing Confidential Information

WILDTEAM is committed to maintaining confidentiality wherever possible and information regarding safeguarding issues should be shared only with those who need to know. For further information, please see WILDTEAM's Privacy notice.

- All allegations/concerns should be recorded in the agreed file and tracker where safeguarding concerns are recorded.
- The information should be factual and not based on opinions.



- Record what the person tells you, what you have seen and names of witnesses if appropriate.
- The information that is recorded will be kept secure and will comply with WILDTEAM's Privacy notice.