

Joint Safeguarding Policy (Children & Vulnerable Adults)

Certain terms and definitions are used throughout and these are explained on the last page of this document.

Policy Purpose

ASD Family Help fully recognises its responsibilities for children, young people & vulnerable adults.

The purpose of this policy is to ensure that we work to promote the wellbeing of the people we support, help prevent them from coming to harm, abuse or neglect and respond effectively if concerns are raised or observed.

The term 'people we support' means any adult at risk, any child we work with and any vulnerable parent or carer we support who uses ASD Family Help's services. It is important to note that at any time a parent/carer may be a vulnerable adult or may be subject to abuse from their child.

This policy applies to all staff, volunteers & trustees who work for ASD Family Help. We are committed to preventing harm and abuse and we will respond quickly and effectively if concerns are raised.

Our commitment to safeguarding:

We show our commitment to Safeguarding by:

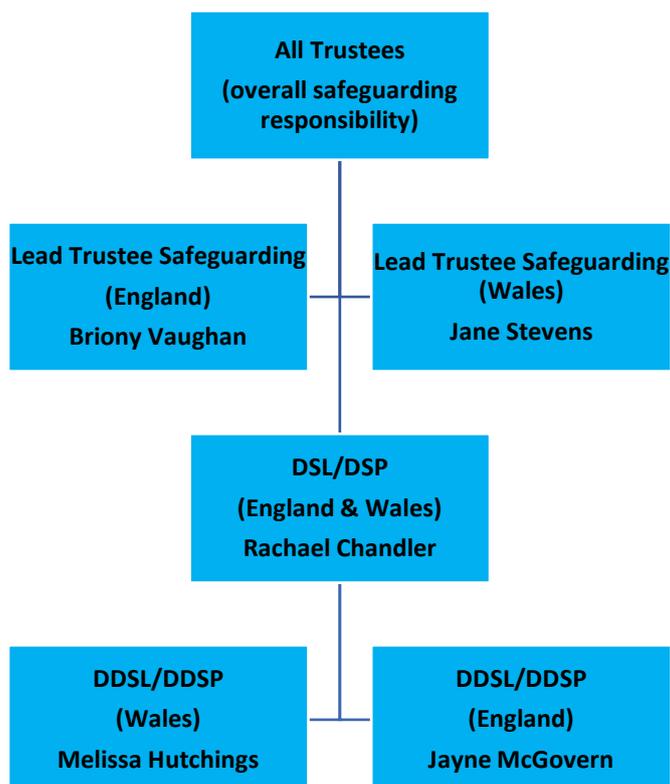
- Having a Designated Safeguarding Lead/Person appointed for child & adult safeguarding for our organisation (and that every person knows who they are and how to report concerns)
- Having positive and open relationships with the people we support
- Involving the people we support in the safeguarding process – person-centred approach and endeavour to empower people to make their own choices
- Creating an environment working with the people we support where they feel safe to express concerns without fear or judgement
- Making sure all staff, volunteers and trustees have induction training when they start working with us and regular ongoing training with a focus & high priority on safeguarding
- Having policies and procedures in place that support our staff, volunteers and trustees to protect the people we support safe from harm or abuse
- Making sure all staff, volunteers and trustees know how to whistle blow. (See Whistleblowing policy & procedure)
- Have a complaints procedure that is available to everyone and an easy way for anybody to complain or feedback about our service, staff, volunteers or trustees (via our website)
- Having our safeguarding policies and procedures available for everybody to see publicly (via our website)
- Having an easy way for anybody to report a safeguarding concern to us (via an online form on our website)
- Ensuring we practice safe recruitment and follow our Safer Recruitment Policy
- Raise awareness of safeguarding issues and where appropriate equip the people we support with the skills needed to keep them safe
- Ensure that people we support know that there are responsible adults that they can talk to if they are worried (and how they can get in touch with those responsible adults)
- Work together with other agencies and co-operate as required regarding all safeguarding matters (including attending case conferences)
- Keep good records of all safeguarding concerns/incidents/allegations and ensure all records are kept securely and that confidentiality is maintained
- Follow procedures where an allegation is made against a member of staff, volunteer or trustee
- Creating a risk assessment of all of our activities/sessions, which should be a working document and regularly updated/reviewed with all staff, volunteers, trustees and participants able to take part

Safeguarding Responsibility within ASD Family Help

We have a safeguarding panel that manages all aspects of our safeguarding (checking policies, procedures, reviewing reports of concerns, making safeguarding referrals where appropriate, reviewing organisational performance & looking at ways to learn from incidents).

Legislation is slightly different between England & Wales, so we have representatives on the panel from both England and Wales. The safeguarding panel is made up of the following people:

Name	Safeguarding Position	Telephone	Email Address
Rachael Chandler	Designated Safeguarding Lead (England) Designated Safeguarding Person (Wales)	07912 522960 (personal)	rachael@asdfamilyhelp.org
Jayne McGovern	Deputy Designated Safeguarding Lead (England)	07733 601755	jayne@asdfamilyhelp.org
Melissa Hutchings	Deputy Designated Safeguarding Person (Wales)	07384 733658	melissa@asdfamilyhelp.org
Jane Stevens	Lead Trustee for Safeguarding (Wales)		Safeguardingwales@asdfamilyhelp.org
Briony Vaughan	Lead Trustee for Safeguarding (England)		Safeguardingengland@asdfamilyhelp.org



Related procedures

This policy should be read in conjunction with our Child & Vulnerable Adults Safeguarding Procedure. There are multiple other related procedures to safeguarding, which include:

Whistleblowing Procedure	Safer Recruitment Policy
Health & Safety Policy	Fire Safety Policy and assessments
Anti-Bullying / Harassment	Staff Code of Conduct
Whistleblowing	Equality
Complaints	Social Media
Disciplinary	First Aid
Working with Parents and Carers	Trustee code of conduct

Definitions & terms used within this policy:

Safeguarding adults: Protect an adults rights to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect. (From the Care Act 2014)

Safeguarding children: action taken to promote the welfare of children & protect them from harm; protecting children from abuse & maltreatment, preventing harm to health or development (NSPCC)

Abuse: In Wales: There are 5 categories of abuse in any setting (private or institutional). Emotional, Physical, Financial, Neglect & Sexual. There are a further 7 sources of harm: Domestic abuse, Exploitation, Modern slavery (trafficking), Honour-based, Online abuse, Grooming (child or adult) & Child Sexual exploitation/FGM

Abuse: In England: There are 10 categories of abuse. Physical, Domestic Violence or Abuse, Sexual, Psychological or Emotional, Financial or Material, Modern Slavery, Discriminatory Abuse, Organisational or Institutional, Neglect & Self-Neglect

Neglect: When a person, either through his/her action or inaction, deprives a vulnerable adult of the care necessary to maintain the vulnerable adult's physical or mental health.

Harm: Harm includes all harmful conduct and, in particular, includes: conduct which causes physical harm. conduct which causes psychological harm, for example, causing fear, alarm or distress

Adult at risk: In England: An adult at risk is someone over 18 years old who: has care and support needs, is experiencing or is at risk of abuse or neglect and as a result of their care needs is unable to protect themselves (The Care Act 2014)

In Wales: An adult at risk is and adult who is experiencing or at risk of abuse or neglect, has needs for care and support and as a result of those needs is unable to protect himself or herself against abuse or neglect of the risk of it. (Social Services Well-being (Wales) Act 2014)

Legislation Framework

We work across England and Wales and therefore work within different legislation for each. Despite the different legislation the message regarding safeguarding is the same and therefore we have one policy across both areas.

Our safeguarding procedure has been written to cover children & vulnerable adults jointly and England & Wales jointly as the main message and the procedure to follow remains the same for all.

In Wales **The Social Services & Wellbeing Act 2014** governs our response to both children & vulnerable adults safeguarding concerns.

In England **The Care Act 2014** governs our response to vulnerable adults and The Children Act 1989 & 2004 governs the way we respond to children.

For both England and Wales we should also understand and refer to **The Mental Capacity Act 2005**, which governs decision-making on behalf of adults who may not be able to make their own decisions. It is important that you must always assume a person has capacity unless it is proven otherwise. Every adult, whatever their disability, has the right to make their own decisions wherever possible.

The Safeguarding Vulnerable Groups Act 2006 governs both England & Wales & provides a system for employers to check the suitability of employees or volunteers, to work with children or vulnerable adults. It tries to prevent people who are deemed unsuitable to work with children & vulnerable adults from gaining access to them (whether paid or unpaid).

Violence against women, domestic abuse & sexual violence (Wales) act 2015 is in place for the prevention of gender-based violence, domestic abuse and sexual violence. It gives protection for victims and support for people affected. We should be aware of this Act and our responsibilities within this Act.

Domestic Abuse Act 2021 (due to be updated 2023) in place for England. Gives a legal definition of domestic abuse and recognises children as victims in their own right, plus identifies new criminal offences and provides protection for victims and support for them.

Working together to safeguarding children 2023 is in place for England and is multi-agency statutory guidance setting out expectations that provide help, support and protection for children and their families. Specifically, the police, clinical commissioning groups and the local authority are under a duty to make arrangements to work together, and with other partners locally. Everyone who comes into contact with children and families has a role to play.

Signature: 
Briony Vaughan (Safeguarding Trustee England) (Feb 28, 2024 19:57 GMT)

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28/02/2024

Signature: 
Jane Stevens (Safeguarding Trustee Wales) (Feb 28, 2024 17:53 GMT)

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28/02/2024

Signature: 
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