

# Safeguarding Adults & Children Policy

We promote a culture of transparency and honesty. The health and wellbeing of every person we support is of paramount importance to us as a club. We work hard to improve people's lives, support them to make choices, manage risks and have control in their lives. Every individual should be given support to stay safe and understand what we mean by safeguarding.

It is our policy to make sure that any person going through the safeguarding process has support from the same member of staff throughout the process.

We are committed to using the least restrictive interventions to ensure the people we support are safe should physical intervention be required.

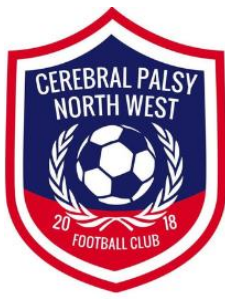
We are committed to following the '**Six key principles that underpin all adult safeguarding work**' as defined in the Care Act 2014, these are:

- **Empowerment** - People being supported and encouraged to make their own decisions and informed consent.
- **Prevention** - It is better to take action before harm occurs.
- **Proportionality** – The least intrusive response appropriate to the risk.
- **Protection** – Support and representation for those in greatest need.
- **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability and transparency** in delivering safeguarding.

## LEGISLATION

At CPNW we work to the following legislation and guidance;

- The Care Act 2014 - This act was implemented in April 2015. It brings care and support legislation into one single act with a strong focus on well-being. Chapter 14 (Sections 42 to 46) of the Care Act 2014.
- Safeguarding rules and regulations. This replaces the 'No Secrets' guidance.
- Mental Capacity Act (2005)
- The Health Act (1999)
- Human Rights Act (1998)
- Mental Health Act (1983)
- Equality Act (2010).
- Data Protection Act (2018).
- General Data Protection Regulations (2018)
- Counter Terrorism and Security Act (2015).
- Protection of Freedoms Act (POFA) (2012).
- Safeguarding Vulnerable Groups Act (2006).
- Female Genital Mutilation Act (2013).



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

Established 2018

Safeguarding Adults & Children Policy  
2023

- Sexual Offences Act (2003).
- The Equality Act (2010).
- The Mental Capacity (Amendment) Act (2019)
- National PREVENT strategy with guidance and advice regarding radicalisation.
- Information Sharing - advice for practitioners providing safeguarding services (2015).
- Modern Slavery Act (2015)

## DEFINITIONS

CPNW recognises that the terms 'vulnerable adult', 'adult at risk', 'abuse' and 'exploitation' are open to interpretation, so for the purposes of this policy, these are defined as follows;

A vulnerable adult is described as; 'a person aged 18 years or over, who is in receipt of or may need 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'.

Abuse shall be defined as: 'a violation of an individual's human or civil rights by any other person or persons and, for the purposes of safeguarding vulnerable adults, shall include physical abuse, emotional abuse, sexual abuse, grooming, neglect and bullying.'

### **What we mean by 'Safeguarding'**

Safeguarding means to protect a person's right to live safely, free from harm, abuse, neglect or exploitation.

### **What we mean by an 'Adult At Risk'**

An adult at risk is an individual who has care and support needs (whether the local authority is paying for services or not); and;

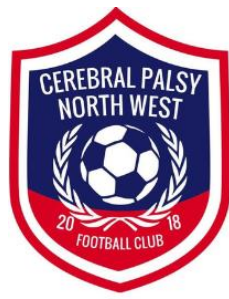
They are unable to take care of themselves, or unable to protect themselves from significant harm, abuse, neglect or exploitation because of their care and support needs.

## DEFINITIONS OF ABUSE

**Physical abuse** - including assault, hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate physical sanctions.

**Domestic violence** – including psychological, physical, sexual, financial, emotional abuse; and 'honour' based violence, Female Genital Mutilation and forced marriage.

**Sexual abuse** - including rape, indecent exposure and sexual assault, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts or sexual acts to which the vulnerable adult has not consented, or could not consent to or was pressured into consenting.



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

Established 2018

Safeguarding Adults & Children Policy  
2023

**Psychological abuse** - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

**Financial or material abuse** - including theft, fraud, exploitation, internet scamming, coercion in relation to an adult's financial affairs or arrangements in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits, we sometimes call this 'Mate' crime when a vulnerable person is exploited and their finances are abused by others.

**Modern Slavery** - including 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.

**Discriminatory abuse** - including 'Hate' crime and other forms of harassment, slurs or different treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.

**Clubal abuse** – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within a club.

**Self-neglect** – includes a wide range of behaviour such as neglecting to care for one's personal hygiene, health, wellbeing or surroundings, including behaviour such as hoarding.

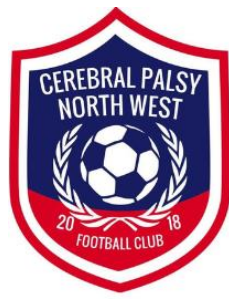
**Neglect and acts of omission** - neglect is when someone is not looked after properly including ignoring medical or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating. Pressure ulcers may occur as a result of neglect.

## **Grooming for Radicalisation Purposes**

All staff need to be aware of our responsibility under the Counter Terrorism and Security Act 2015 and the Prevent Strategy to safeguard vulnerable adults who are at risk of radicalisation by identifying and risk assessing any individual who may be drawn into terrorism, violent or non-violent extremism. Staff should be aware of the risk posed by other adults who may have been radicalised and the impact of radicalisation via social media.

## **RAISING AWARENESS OF POTENTIAL ABUSE**

Some vulnerable adults may experience multiple challenges and difficulties. This could be due to family circumstances, poverty, and discrimination, disability, family problems with mental health, domestic violence or substance and alcohol use. The more challenges facing a vulnerable adult the greater their vulnerability.



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

Established 2018

Safeguarding Adults & Children Policy  
2023

This safeguarding adult's policy is inclusive and the same actions should be taken regardless of the needs and background of the vulnerable adult.

## **Vulnerable adults with disabilities**

Research has consistently shown that vulnerable adults with a disability are more at risk of abuse. Disability may be visible or invisible. Many things contribute to this including:

- Poor practice resulting from not understanding the care and support the adults needs.
- Attitudes and assumptions about disability.
- Lack of awareness and the belief that disabled adults are not abused.
- Factors linked to the impairment i.e. it may be harder to communicate or avoid the abuser if the adult depends on them.
- Targeting by abusers who may believe they are less likely to tell or be believed because of this The Trust may need to put extra safeguards in place.

## **Best practice to build safeguards includes:**

- Making sure everyone working with the vulnerable adult understands what the impairment actually means for the adult.
- Talking to the adult to understand the adult's needs.
- Making sure there is a plan to meet additional needs and that this is clear and shared with those who work with the adult.
- Listening to what the adult says and communicates by their behaviour as well as their words or signs.
- Making sure the adult knows who to go to and how to do so if they are worried about anything.
- Observing carefully and getting to know the adult and understanding how they respond to different experiences.
- Looking for the adult's abilities not their disabilities.

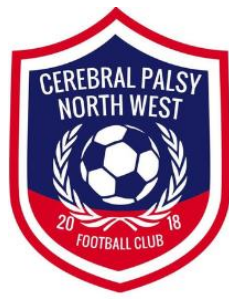
## **Who may carry out abuse?**

Anyone can carry out abuse or neglect, including;

- Spouses / partners and family members
- Neighbours / Friends / Acquaintances
- Local residents
- People who deliberately exploit adults they perceive as vulnerable
- Paid staff and Volunteers
- Professionals
- Strangers
- Online bullying or coercion through strangers or friends

## **Possible signs of abuse**

Abuse can be hard to detect. The victim may have been made to feel like they have done something wrong. They may try their best to cover it up. Staff must be aware of possible signs at all times, including;



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

*Established 2018*

Safeguarding Adults & Children Policy  
2023

- Unexplained injuries, marks, bruising or self-harm;
- Unexplained changes in a person's behaviour, they may be feeling angry, upset, frustrated, confused, or scared;
- A person may become withdrawn, quiet and tearful not wanting to communicate with anyone;
- There may be changes in the way a person looks, they may not be as clean and tidy as they usually are;
- Unexplained weight loss, no appetite or over eating and weight gain;
- Unexplained shortage of money, or money going missing.

## **SAFEGUARDING AWARENESS**

Safeguarding is everybody's business. We all have a responsibility to be aware and to act when necessary. If you become aware of or suspect abuse or neglect then you are under a duty to report this and protect the adult from harm immediately and inform your club manager.

If a person discloses information that you feel constitutes abuse, or you witness a situation that you may feel constitutes abuse, ensure you inform your club manager or any member of club staff.

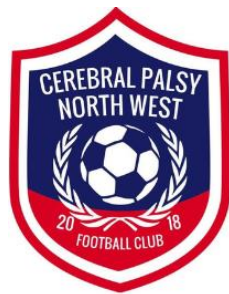
Do not make the decision to do nothing, do not think this may be acceptable or this is okay as she/he always makes statements of this nature.

## **INFORMATION SHARING**

We are committed to early information sharing where there are concerns for an individual's safety, health and wellbeing. Decisions about what information can be shared should be taken on a case by case basis, the information requested must be;

- Necessary for the purpose.
- Shared only with those who need it.
- Accurate, up to date and shared securely.

It is essential that all recording of information is accurate and factual, not assumption based, for example; Time and date, appearance, injuries observed, what the adult at risk said in their own words, record witness accounts. If you do feel you need to state your opinion you must clearly say "This is my personal opinion" and explain why you think this is important.



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

Established 2018

Safeguarding Adults & Children Policy  
2023

## **Scope and Responsibility with Children**

Safeguarding is a term which is broader than 'child protection' and relates to the welfare of children and protecting them from harm. Safeguarding is everyone's responsibility. Safeguarding is defined in Working Together to Safeguard Children Act 2018 as:

- Protecting children from maltreatment
- Preventing impairment of children's health and development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care and
- Taking action to enable all children to have the best outcomes

The role for CPNW in safeguarding children is in identifying children or young people that we may come into contact within the club, who may be at risk and alerting the appropriate service. We also have a role in being aware of and identifying any local concerns or issues which may present any risk to children and young people along with our partner agencies.

All staff members including volunteers within CPNW must ensure they know the child protection procedures which are implemented across the club. We are also clear that safeguarding is a shared responsibility, and depends upon effective joint working between agencies and professionals that have different roles and expertise.

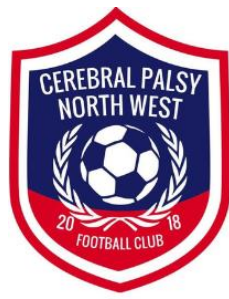
## **Definitions**

A child is "anyone who has not yet reached their 18th birthday. 'Children' therefore means 'children and young people' throughout. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate for children and young people, does not change his or her status or entitlement to services or protection under the Children Act 1989. (See Children's Act 2004 and the Children and Families Act 2014)

## **Conduct When Working with Children**

The following guidelines apply to all employees and volunteers, whether acting in a paid or unpaid capacity:

- Always avoid unnecessary physical contact with a child or young person.
- Consider risks when lone working with a child or young person, for example travelling in a car or accompanying to the toilet. Consider the vulnerability of both yourself and the child. Carry out a risk assessment if necessary.
- Do not divulge personal contact details such as email address or telephone number.
- Do not make suggestive or inappropriate remarks to or about a child, even in fun, as this could be misinterpreted.



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

Established 2018

## Safeguarding Adults & Children Policy 2023

- If a child or vulnerable young person makes any kind of accusation regarding a member of staff, you should report this immediately to your line manager.
- Remember that those who abuse children and vulnerable young people can be of any age (including other children and vulnerable young people), gender, ethnic background or class, and it is important not to allow personal preconceptions about people to prevent appropriate action taking place.
- Be aware of any local issues and concerns regarding risks to the welfare of children and vulnerable young people.
- Good practice includes valuing and respecting children and vulnerable young people as individuals, and the adult modelling of appropriate conduct - which would exclude bullying, aggressive behaviour, racism, sectarianism or sexism.

All members of staff and volunteers are responsible for carrying out their duties in a way that safeguards and promotes the welfare of children and vulnerable young people. They must also act in a way that protects them from wrongful allegations of abuse as far as possible, in line with this policy. They must bring matters of concern about safety and welfare of children and vulnerable young people to the attention of their club manager.

### **Our Responsibilities for Safeguarding**

It is the legal responsibility and duty of care of every member of staff to respect the rights of children and vulnerable young people and protect them from harm at all times. All staff will be given Safeguarding training. This will be updated to maintain current practice at a level consistent with their role/responsibility. All staff have a responsibility to pass on information relating to possible abuse.

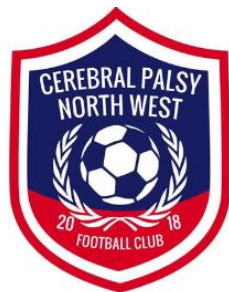
As soon as an alert occurs, action should be taken immediately to ensure the safety of those involved. An alert may be made as a result of a disclosure.

### **Involving children, families and carers**

There is always a commitment to work in partnership with parents or carers where there are concerns about their children. Therefore, in most situations, it would be appropriate to talk to parents or carers to help clarify any initial concerns.

Decisions should be made with the agreement of children and their parents whenever possible, unless to do so would place the child at risk of significant harm, and this would be in their best interest. Failure to obtain parental agreement should not be seen as a factor to delay making a referral.

**If you feel a child or young person is in immediate danger, please contact the police on 999**



# CEREBRAL PALSY NORTH WEST FOOTBALL CLUB

*Established 2018*

Safeguarding Adults & Children Policy  
2023