



ADULT SAFEGUARDING PROTECTION POLICY

Organisation: Scunthorpe Cooperative Junior Choir (SCJC)

Address: The Oasis Academy, Henderson Avenue. Scunthorpe

POLICY STATEMENT ON SAFEGUARDING ADULTS

The values held by this organisation are safety, open access, equality and fairness. SCJC recognises that all adults have a right to protection from abuse. SCJC takes seriously its responsibility to protect and safeguard the welfare of young people and adults. We will:

- Respond swiftly and appropriately to all suspicions or allegations of abuse and neglect
- Provide adults with the opportunity to voice their concerns
- Have a system for dealing with concerns about possible abuse and neglect

Safeguarding incorporates protecting adults from harm and maltreatment, promoting welfare and optimizing life chances for all adults. All organisations that work with adults and provide services for adults now share the responsibility to safeguard and promote their welfare. Our organisation believes that all adults while in our organisation, should be safe and prevented from harm.

The definition of an adult at risk is from the Care Act 2014 which became law on the 1st April 2015. Any person aged 18 years or over who:

- has needs for care and support (whether or not the local authority is meeting any of those needs) and;
- is experiencing, or at risk of, abuse or neglect; and
- 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.

In order to achieve this, the SCJC committee will put in place systems for safeguarding all those involved with their organisation.

- The committee appoints a designated person and a deputy to deal with safeguarding issues.
- Training will be undertaken, to enable everyone to carry out their responsibilities effectively.
- If anyone has concerns about any adult these should be dealt with by the designated person according to procedures in this policy.
- SCJC is committed to broadening the cultural diversity of its membership and will seek advice from choristers, parents and EMTA to ensure that every effort is made to respect any cultural or religious needs.
- Policies and procedures will be regularly monitored by the committee, which has overall responsibility for safeguarding.

It is important that any staff or volunteers who are likely to be working alone with vulnerable people are thoroughly vetted before being employed. At SCJC this means as well as references being checked there will be a requirement for offences to be declared and a Disclosure and Barring Services (DBS) check undertaken.

It may be very hard for a worker to report a concern about a colleague to a line manager but, as with all other difficulties people will come across, the safety and protection of an adult at risk must be the priority in any decision that is made.

THE POLICY

SCJC recognises that many adults today are the victims of physical, emotional, sexual, domestic, discriminatory, modern slavery, organisational, financial abuse and/or neglect. Accordingly, SCJC has adopted the following policy guidelines. The policy sets out agreed guidelines for responding to allegations of abuse/neglect, including those made against staff and volunteers. These guidelines have been prepared in accordance with North Lincolnshire Multi Agency Resilience & Safeguarding (MARS) Board Policies and Procedures. They will be kept under review and be supported by appropriate training.

The policy applies to all staff and volunteers who act on behalf of SCJC. Every individual has a responsibility to inform the designated person in respect of adult protection or their deputy of concerns relating to safeguarding adults.

Once an adult has reported inappropriate behaviour or abuse by an adult, it must be acted upon even if the adult does not give consent or would prefer it to remain in confidence with no action taken.

The designated person should decide if the concerns should be communicated to North Lincolnshire Adult Services or the police. However, all staff and volunteers can contact North Lincolnshire Adult's Services directly if necessary.

DEFINITIONS OF ABUSE (The Care Act 2014)

A concern should be raised if any of the following circumstances appear to have or are happening to an adult:

- Physical abuse
- Emotional abuse
- Sexual abuse (including Child Sexual Exploitation)
- Neglect
- Domestic abuse
- Financial abuse
- Discriminatory abuse
- Modern Slavery
- Organisational abuse

Physical abuse

including assault, hitting, slapping, pushing, misuse of medication, restraint, inappropriate physical sanctions

Emotional/ Psychological abuse

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

Sexual abuse

including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure, sexual assault, sexual acts to which the adult has not consented or was pressured into consenting

Neglect and acts of omission – including, ignoring medical, emotional 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

Domestic abuse including

psychological, physical, sexual, financial, emotional abuse, so called 'honour' based violence

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

Discriminatory abuse – including, harassment, slurs or similar treatment: because of race; gender and gender identity; age; disability; sexual orientation; religion

Modern Slavery encompasses – slavery, human trafficking, forced labour and domestic servitude, traffickers and slave masters using whatever means they have at their disposal or coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment

Organisational 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 ongoing ill-treatment. It can be through neglect or poor professional practice as a result of structure, policies, processes and practices within an organisation

The Six Safeguarding Principles

The following six principles underpin all adult safeguarding work

Empowerment – People are 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 to the risk presented

Protection – Support and representation for those in greatest need

Partnership – Local solutions through services working with their communities. Communities have a part to play preventing, detecting and reporting neglect and abuse

Accountability – Accountability and transparency in delivering safeguarding

Making Safeguarding Personal

The adult at risk and/or their representative should be as involved as possible and to the extent to which they'd like. MSP should be person-led and outcome-focused. It engages the person in a conversation about how best to respond to their safeguarding situation, in a way that enhances involvement, choice and control as well as improving quality of life, wellbeing and safety.

MSP is about seeing people as experts in their own lives and working alongside them.

WHAT YOU SHOULD DO IF YOU SUSPECT ABUSE

1. You must report concerns as soon as possible to Jacqui Brewster (Tel 07546 170066) who is nominated by SCJC to act on their behalf in referring allegations of suspicions of abuse or neglect to North Lincolnshire Adult Services. In the absence of the designated person, the matter should be brought to the attention of the deputy designated person Sue Jolley (suejo16@outlook.co.uk). Messages for contact can also be emailed to SCJC2008@live.co.uk. If it is an emergency, and the designated person(s) cannot be contacted, then North Lincolnshire Adult Services or the police should be contacted at the numbers given below.
2. If you would like to report a Safeguarding Concern you can submit an electronic referral by emailing the team at adultprotectionteam@northlincs.gov.uk
3. If the suspicions relate to the designated person, then the deputy, North Lincolnshire Adult Services or the Police should be contacted.
4. Suspicions should not be discussed with anyone, other than those named above.
5. It is the right of any individual to make direct referrals to North Lincolnshire Adult Services. However, this policy should be followed where possible.

RECORDING

1. Write down exactly what the adult has said in their own words. Write down the conversation held, where it was held, when and what was happening beforehand. Alternatively write down what you have observed details of any witnesses, location, and your specific concern if you believe that an adult has been abused or neglected. Record dates and times of the events and when the record was made. Keep all notes secure.
2. Report your discussion as soon as possible to the designated person.
3. Allegations against staff or volunteers will be investigated following local procedures. For further information see the Adult MARS Managing Allegations procedures

MAINTENANCE OF RECORDS

After a safeguarding referral has been made all written records relating to adult welfare concerns or concerns about possible risk posed by an adult (whether paid or voluntary) are to be confidentially retained by the Safeguarding Lead and stored in a secure locked cabinet. No information is to be stored electronically.

All paperwork will be confidentially destroyed within appropriate timescales in line with Local Authority Advice.

CONTACT INFORMATION

Email : SCJC2008@live.co.uk

DESIGNATED /SENIOR ADULT PROTECTION PERSON: Jacqui Brewster (Tel : 07546 170066)

DEPUTY DESIGNATED ADULT PROTECTION PERSON: Sue Jolley (suejo16@outlook.com)

NORTH LINCOLNSHIRE ADULT SERVICES, CHURCH SQUARE HOUSE, CHURCH SQUARE,
SCUNTHORPE DN15 6XQ 01724 297000 {EXTENDED HOURS}

POLICE NON EMERGENCY 101

POLICE EMERGENCY 999

LOCAL AUTHORITY DESIGNATED OFFICER, INDEPENDENT REVIEWING SERVICE 01724 298293

Date of Policy: 01/07/2020

Date of Review: 30/11/2021

Planned Review : 30/11/2022

Signed: **Jacqui Brewster (Chair / Safeguarding Lead)**

30/11/2021.....