



BURY ROUNDERS SAFEGUARDING INITIATIVE



Protecting Adults

POLICY AND PROCEDURES

Bury Rounders League

SAFEGUARDING | MANAGEMENT COMMITTEE

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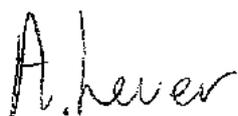
BRSI Foreword

Bury Rounders is a growing sports organisation working towards increasing the participation rates within the sport and is committed to creating greater opportunities for the players, referees, committee and other participants. Sports have had and is a great influence on the way people live and can improve social inclusion. Bury Rounders are committed to instil these values in to game and promoted throughout the League. Most importantly we place the welfare of are teams, players and volunteers a priority. This will ensure a safe and enjoyable environment for all. This Document is here to recognise young people and adult's participating in Bury Rounders deserve to feel safe at all times and have a responsible adult they can contact if they have any concerns about their own safety, or that of others (within or outside Rounders). Bury Rounders is updating the procedures in how we communicate with the Clubs of the League, to ensure all the members are aware of all the policies, laws and legislations and the standards they and we all should be meeting. In the creation of this document it has been noted that it is not the responsibility of those individuals working in Rounders to determine if abuse has taken place, but it is their responsibility to act upon and report any concerns. This document should be used as a guide for how to act within any situations where concerns arise and includes contacts for relevant other organisations where information needs to be passed on.

Protecting Adults Foreword

Bury Rounders is committed to creating and maintaining a safe and positive environment and accepts our responsibility to safeguard the welfare of all adults involved in Rounders in accordance with the Care Act 2014. Bury Rounders Protecting Adults policy and procedures apply to all individuals involved in Bury Rounders. Bury Rounders will encourage and support partner organisations, including clubs, counties, suppliers, and sponsors to adopt and demonstrate their commitment to the principles and practice of equality as set out in this safeguarding adults policy and procedures.

Arron Lever

A handwritten signature in black ink that reads "A. Lever". The signature is written in a cursive, slightly slanted style.

Welfare Coordinator

Bury Rounders Management Committee

Principles

The guidance given in the policy and procedures is based on the following principles:

The six principles of adult safeguarding

The Care Act sets out the following principles that should underpin safeguarding of adults

Empowerment - People being supported and encouraged to make their own decisions and informed consent.

"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."

Prevention – It is better to take action before harm occurs.

"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."

Proportionality – The least intrusive response appropriate to the risk presented.

"I am sure that the professionals will work in my interest, as I see them and they will only get involved as much as needed."

Protection – Support and representation for those in greatest need.

"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."

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

"I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."

Accountability – Accountability and transparency in delivering safeguarding.

"I understand the role of everyone involved in my life and so do they."

Bury Rounders Protecting Adults Principals

1. All adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.

2. Bury Rounders will seek to ensure that our sport is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
3. The rights, dignity and worth of all adults will always be respected.
4. We recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs.
5. We recognise that a disabled adult may or may not identify themselves or be identified as an adult 'at risk'.
6. We all have a shared responsibility to ensure the safety and well-being of all adults and will act appropriately and report concerns whether these concerns arise within Bury Rounders for example inappropriate behaviour of a coach, or in the wider community.
7. All allegations will be taken seriously and responded to quickly in line with Bury Rounders Protecting Adults Policy and Procedures.
8. Bury Rounders recognises the role and responsibilities of the statutory agencies in safeguarding adults and is committed to complying with the procedures of the Local Safeguarding Adults Boards.

Guidance and Legislation

The practices and procedures within this policy are based on the principles contained within the UK and legislation and Government Guidance and have been developed to complement the Safeguarding Adults Boards policy and procedures, and take the following into consideration:

- The Care Act 2014
- The Protection of Freedoms Act 2012
- Domestic Violence, Crime and Victims (Amendment) Act 2012
- The Equality Act 2010
- The Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- Sexual Offences Act 2003
- The Human Rights Act 1998
- The Data Protection Act 1994 and 1998

Definitions

To assist working through and understanding this policy a number of key definitions need to be explained:

Adult at Risk is a person aged 18 or over who is in need of care and support regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect. In recent years there has been a marked shift away from using the term 'vulnerable' to describe adults potentially at risk from harm or abuse.

Abuse is a violation of an individual's human and civil rights by another person or persons..

Adult is anyone aged 18 or over.

Adult safeguarding is protecting a person's right to live in safety, free from abuse and neglect.

Capacity refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity (MCA 2005).

Welfare Coordinator/Designated Person/Lead Welfare Officer

All these job roles will fall under one person, the Welfare Coordinator

Types of Abuse and Neglect

Definitions from the Care Act 2014

This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour or issue which could give rise to a safeguarding concern.

Self-neglect – this covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. In (insert name of your sport) this could be a player whose appearance becomes unkempt, does not wear suitable sports kit and deterioration in hygiene.

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. In (insert name of your sport) you may notice that a participant in a team has been missing from practice sessions and is not responding to reminders from team members or coaches.

Domestic Abuse – including psychological, physical, sexual, financial and emotional abuse. It also includes so called 'honour' based violence. Sport may notice a power imbalance between a participant and a family member. For example a participant with Downs syndrome may be looking quiet and withdrawn when their brother comes to collect them from sessions, in contrast to their personal assistant whom they greet with a smile.

Discriminatory – discrimination is abuse which centres on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the Equality Act. This could be the harassing of a club member because they are or are perceived to be transgender

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 on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation. In (insert name of your sport), this could be training without a necessary break.

Abuse – includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions. This could be a coach intentionally striking an athlete.

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 and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

This could be a fellow athlete who sends unwanted sexually explicit text messages to a learning disabled adult they are training alongside.

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, or the misuse or misappropriation of property, possessions or benefits. This could be someone taking equipment from an athlete with dementia.

Neglect – including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating. This could be a coach not ensuring athletes have access to water.

Emotional or Psychological Abuse – this includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks. This could be an athlete threatening another athlete with physical harm and persistently blaming them for poor performance.

Not included in the Care Act 2014 but also relevant:

Cyber Bullying - cyber bullying occurs when someone repeatedly makes fun of another person online or repeatedly picks on another person through emails or text messages, or uses online forums with the intention of harming, damaging, humiliating or isolating another person. It can be used to carry out many different types of bullying (such as racist bullying, homophobic bullying, or bullying related to special educational needs and disabilities) but

instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.

Forced Marriage - forced marriage is a term used to describe a marriage in which one or both of the parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of a third party in identifying a spouse. The Anti-social Behaviour, Crime and Policing Act 2014 make it a criminal offence to force someone to marry.

Mate Crime - a 'mate crime' as defined by the Safety Net Project is 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual.' Mate Crime is carried out by someone the adult knows and often happens in private. In recent years there have been a number of Serious Case Reviews relating to people with a learning disability who were murdered or seriously harmed by people who purported to be their friend.

Radicalisation - the aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause. This may be direct through a relationship, or through social media.

Signs and indicators of abuse and neglect

Abuse can take place in any context and by all manner of perpetrator. Abuse may be inflicted by anyone in the club who an athlete comes into contact with. Or club members, workers, volunteers or coaches may suspect that an athlete is being abused or neglected outside of the club setting. There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

1. Unexplained bruises or injuries – or lack of medical attention when an injury is present.
2. Person has belongings or money going missing.
3. Person is not attending / no longer enjoying their sessions.
4. Someone losing or gaining weight / an unkempt appearance.
5. A change in the behaviour or confidence of a person.

6. They may self-harm.
7. They may have a fear of a particular group or individual.
8. They may tell you / another person they are being abused – i.e. a disclosure.

What to do if you have a concern or someone raises concerns with you.

1. You may become aware that abuse or poor practice is taking place, suspect abuse or poor practice may be occurring or be told about something that may be abuse or poor practice and you must report this to the Bury Rounders Welfare Co-ordinator, or, if the Welfare Co-ordinator is implicated then report to the League Secretary.
2. If you are concerned someone is in immediate danger, contact the police straight away.

You must remember to:

- React calmly.
- Make sure the sufferer know there not to blame.
- Take what they say seriously.
- Keep any questions to an absolute minimum.
- Reassure them.
- DO NOT make promises.
 - Such as;
 - Confidentiality
 - Everything will work out ok
 - They won't get away with it
- BE OBJECTIVE
- Seek advice
- Keep confidentiality when needed

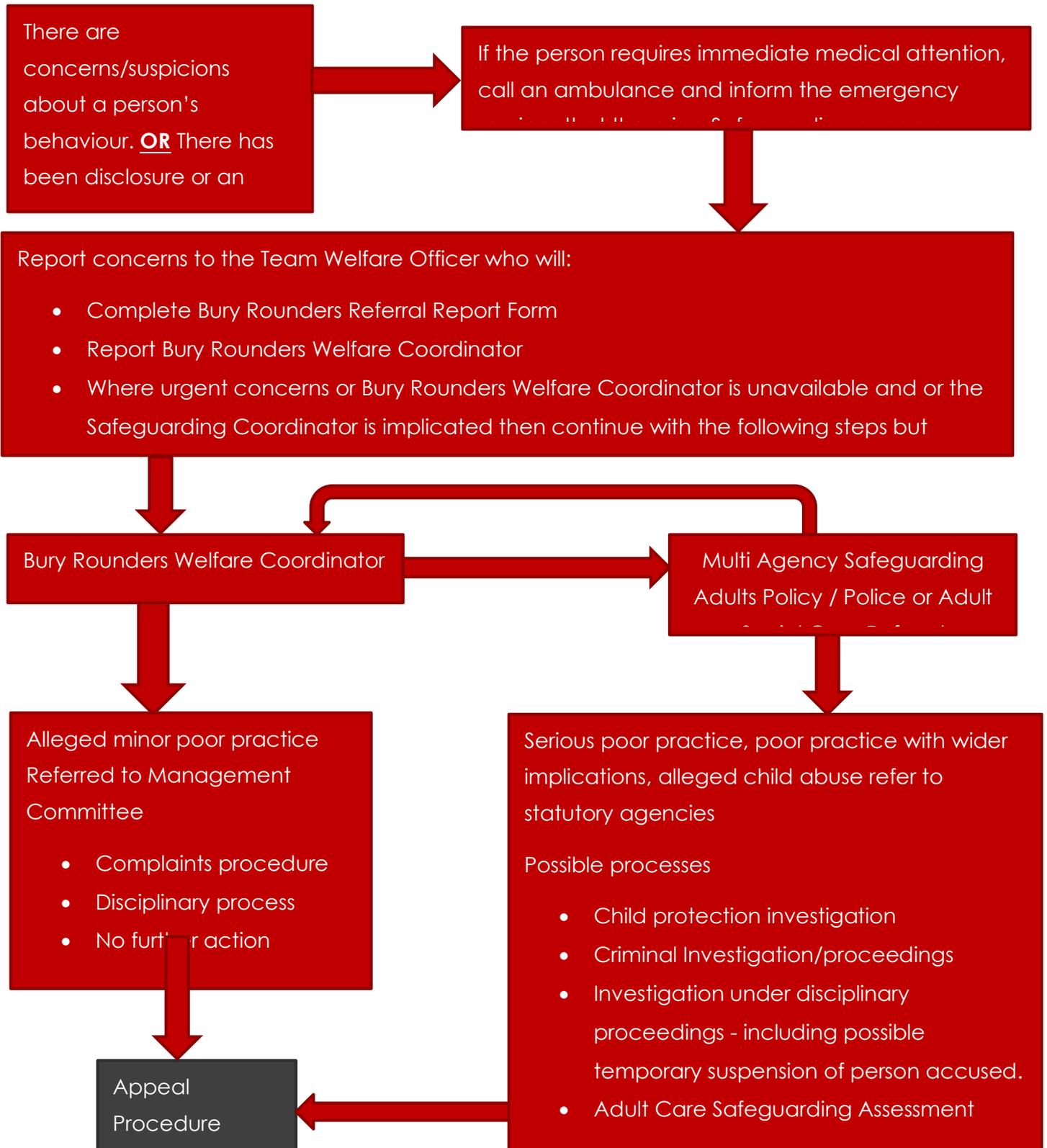
How to Record a Disclosure

No matter your role, you should follow the information below:

1. Make a note of what the person has said using his or her own words as soon as practicable. Complete a Designated Person Referral form.
2. As long as it does not increase the risk to the individual, you should explain to them that it is your duty to share your concern with your Welfare Co-ordinator.
3. Describe the circumstances in which the disclosure came about.

4. Take care to distinguish between fact, observation, allegation and opinion. It is important that the information you have is accurate.
5. Be mindful of the need to be confidential at all times, this information must only be shared with your Welfare Co-ordinator and others on a need to know basis.
6. If the matter is urgent and relates to the immediate safety of an adult at risk then contact the police immediately.

Dealing with Concerns, Suspicions or Disclosure



Remember to involve the adult at risk throughout the process wherever possible and gain consent for any referrals to social care if the person has capacity

Roles and responsibilities of those within Bury Rounders

Bury Rounders is committed to having the following in place:

1. A Lead Safeguarding/Welfare Officer to produce and disseminate guidance and resources to support the policy and procedures.
2. A clear line of accountability within the organisation for work on promoting the welfare of all adults.
3. Procedures for dealing with allegations of abuse or poor practice against members of staff and volunteers.
4. A Welfare Team that effectively deals with issues, manages concerns and refers to a disciplinary panel where necessary (i.e. where concerns arise about the behaviour of someone within Bury Rounders).
5. A Disciplinary Panel will be formed as required for a given incident, if appropriate and should a threshold be met.
6. Arrangements are in place to work effectively with other organisations to safeguard and promote the welfare of adults, including arrangements for sharing information.
7. Appropriate whistle blowing procedures and an open and inclusive culture that enables safeguarding and equality and diversity issues to be addressed.

Relevant Policies and Guidance

This policy should be read in conjunction with all policies and guidance in the BRSI.

Contacts

Bury Rounders Welfare Coordinator – Arron Lever	07793485995 ale@holycross.ac.uk
Team Welfare Officer – List can be found in the rule book	Insert details
Bury Rounders League Secretary – Michelle Milne	
Bury Council Emergency Duty Team	0161 253 6606
Bury Police Child Protection Service	0161 856 8063
Bury Metro Social Child Care Services Team	0161 253 5454 / 6606
Social Care Services	0161 259 5151 or 0161 253 6606
Safeguarding Unit	0161 259 6168
Childline	0800 1111
Samaritans	116 123 or 020 8394 8300
Emergency Services	999
Greater Manchester Police	101 or 0161 856 8229
NHS	111 or 0845 4647
Greater Manchester Fire Service	0161 909 0326/27

Further Information

Policies, procedures and supporting information are available on the Bury Rounders website: www.buryrounders.org.uk

Welfare Co-ordinator (also known as Lead Safeguarding or Lead Welfare Officer or Designated Person: *Arron Lever* - 07793485995

Review date

This policy will be reviewed every two years or sooner in the event of legislative changes or revised policies and best practice.

Appendix 1
Referral Form

Appendix 2

Legislation and Government Initiatives

Sexual Offences Act 2003 <http://www.legislation.gov.uk/ukpga/2003/42/contents>

The Sexual Offences Act introduced a number of new offences concerning vulnerable adults and children. www.opsi.gov.uk

Mental Capacity Act 2005 <http://www.legislation.gov.uk/ukpga/2005/9/introduction>

Its general principle is that everybody has capacity unless it is proved otherwise, that they should be supported to make their own decisions, that anything done for or on behalf of people without capacity must be in their best interests and there should be least restrictive intervention. www.dca.gov.uk

Safeguarding Vulnerable Groups Act 2006 <http://www.legislation.gov.uk/ukpga/2006/47/contents>

Introduced the new Vetting and Barring Scheme and the role of the Independent Safeguarding Authority. The Act places a statutory duty on all those working with vulnerable groups to register and undergo an advanced vetting process with criminal sanctions for noncompliance. www.opsi.gov.uk

Deprivation of Liberty Safeguards <https://www.gov.uk/government/collections/dh-mental-capacity-act2005-deprivation-of-libertysafeguards>

Introduced into the Mental Capacity Act 2005 and came into force in April 2009. Designed to provide appropriate safeguards for vulnerable people who have a mental disorder and lack the capacity to consent to the arrangements made for their care or treatment, and who may be deprived of their liberty in their best interests in order to protect them from harm.

Disclosure & Barring Service 2013 <https://www.gov.uk/government/organisations/disclosure-and-barringservice/about>

Criminal record checks: guidance for employers - How employers or organisations can request criminal records checks on potential employees from the Disclosure and Barring Service (DBS). www.gov.uk/dbs-updateservice

The Care Act 2014 – statutory guidance <http://www.legislation.gov.uk/ukpga/2014/23/introduction/enacted>

The Care Act introduces new responsibilities for local authorities. It also has major implications for adult care and support providers, people who use services, carers and advocates. It replaces No Secrets and puts adult safeguarding on a statutory footing.

Making Safeguarding Personal Guide 2014 <http://www.local.gov.uk/documents/10180/5852661/Making+Safeguarding+Personal++Guide+2014/4213d016-2732-40d4bbc0-d0d8639ef0df>

This guide is intended to support councils and their partners to develop outcomes-focused, person-centred safeguarding practice.