



Society for Mucopolysaccharide Diseases

Policy No. 5

SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS POLICY

WHO DOES THE POLICY APPLY TO?

This policy applies to all Trustees, employees and volunteers. The MPS Society recognises the importance of its support services to families, children, young people and adults and its particular responsibilities to safeguard and promote the welfare of those who are vulnerable or at risk.

The welfare of a child or vulnerable adult is paramount whatever their age, culture, disability, gender, language, racial origin, religion or sexual identity and they have the right to be protected from abuse.

The Society recognises that some children, young people and vulnerable adults are additionally vulnerable to abuse due to their disability, level of dependence, communication needs or other issues. The Society will always take extra care to look out for signs of abuse in this group of individuals and ensure that their needs are not neglected due to difficulties they may have in communicating signs of abuse.

All suspicions and allegations of abuse will be taken seriously and responded to immediately and the appropriate action taken.

THE PURPOSE OF THIS POLICY IS TO:

- Protect children, young people and vulnerable adults who receive support or access events run by the MPS Society. This includes children of adult sufferers.
- Provide employees, Trustees and volunteers with information on safeguarding in line with current legislation.
- Set out the Society's responsibilities towards the safeguarding of children, young people and vulnerable adults.

LEGAL FRAMEWORK

This policy has been drawn up using laws and guidance from the following:

Laws and guidance relating to children:

- The Children Act 1989 / The Children Act 2004
- The Children and Families Act 2014
- United convention of the Rights of the Child 1991
- Data Protection Act 1998
- Equality Act 2010
- Sexual Offences Act 2003
- Protection of Freedom Act 2012
- Working Together to Safeguard Children 2015

Laws and guidance relating to vulnerable adults:

- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Care Act 2014
- Human Rights Act 1998
- Equality Act 2010
- Mental Capacity Act 2005
- No secrets January 2015
- Safeguarding Adults; A national framework of standards for good practice and outcomes in adult protection work 2005

DEFINITIONS

A 'Child or young person' for the purpose of this statement refers to a person under the age of 18 years. This statement applies to all children and young people regardless of gender, ethnicity, disability, social orientation or religion.

A 'Vulnerable Adult' is defined as someone over the age of 18 years who receives a health, personal (includes personal care such as washing and dressing, toileting, feeding, financial matters) or social care service from a professional.

*Please note that in the case of someone who is 18 years or older we do not have the right to report disclosures without their express permission unless that person is recognised as a vulnerable adult over 18 or there is a risk to someone under 18 years.

GOOD PRACTICE

The Society has a 'duty of care' towards the people we work with to protect from harm. As part of its screening process we ensure that Enhanced DBS Disclosures are obtained for all employees, Trustees and volunteers. Where there has been a delay in receipt of a cleared disclosure the Society, where satisfied that the employee, Trustee or volunteer is safe to practice and suitable references have been followed up, will allow the employee, Trustee or volunteer to have contact with children, young people and vulnerable adults under supervision and on the proviso that they are not left alone with a child, young person or vulnerable adult and not involved with any personal care.

The Society has a duty to report any employee, Trustee or volunteer to the Independent Safeguarding Authority who has been removed from duty for allegedly causing harm or posing a risk of harm to a child or vulnerable adult.

WHAT MEASURES THE SOCIETY PUTS IN PLACE TO SUPPORT AND SAFEGUARD INDIVIDUALS

- All employees, Trustees and volunteers will have knowledge of child protection and safeguarding vulnerable adults and know what our policy and procedures are.
- Listen to, value, encourage and support those we work with.
- Ensure that all employees and volunteers are aware of our safeguarding procedures towards children, young people and vulnerable adults.
- Provide effective training and supervision for employees, Trustees and volunteers and adopt safeguarding leads.
- Adopt a code of conduct for employees, Trustees and volunteers.
- Include continuous risk assessment within our work with individual children, young people, vulnerable adults and their families.
- Recruit safely, ensuring all necessary checks are made including enhanced disclosure and barring service checks.
- Work collaboratively with local authorities and professional bodies to ensure best practice in the interest of safeguarding children, young people and vulnerable adults.

SAFEGUARDING LEADS

The MPS Society has dedicated Safeguarding Leads for both children and vulnerable adults.

DEFINITION OF ABUSE

Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological. It endangers and impairs someone's physical and emotional health and development. It may be an act of neglect or an omission to act, or it may occur in the instance of a vulnerable person who is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent.

UNDERSTANDING AND RECOGNISING ABUSE

Abuse may include but is not exclusive to the following **(please see Appendix 1 for a more in-depth definition of each area listed below):**

- Physical abuse
- Neglect / Self neglect
- Verbal abuse
- Psychological / Emotional abuse
- Sexual abuse *(including sexual exploitation and female genital mutilation)*
- Extremism and Radicalisation
- Domestic abuse
- Modern Day Slavery
- Mate crime and Hate crime
- Financial abuse
- Discriminatory abuse
- Organisational abuse

RESPONDING TO AN ALLEGATION OR SUSPECTED ABUSE

***Please refer to the flow chart detailing how to report, record and respond to an allegation of abuse or suspected abuse.**

The flow chart gives advice on how to respond to an allegation of abuse. It is important to be aware that the person first encountering a case of abuse or suspected abuse is not responsible for deciding whether or not abuse has taken place. This is the task for the professional child protection and safeguarding teams.

Confidentiality

The legal principle that the "welfare of the child, young person or vulnerable adult is paramount" means that considerations of confidentiality which might apply to other situations in the organisation should not override the right of the individual to be protected from harm.

Any concern for the welfare of a child, young person or vulnerable adult must be reported immediately to one of the Safeguarding Leads and further action taken as required.

The Society will make sure that all records will be limited to those who require access or have a specific interest in the issue. Records will be stored securely and destroyed within a reasonable time frame, unless there is a need to keep them.

RESPONDING AND REPORTING SUSPECTED ALLEGATIONS OF ABUSE

HOW MAY YOU BECOME AWARE?

- The child or vulnerable adult may tell you
- The child or vulnerable adult may show you signs of physical injury
- The behaviour of the child or vulnerable adult may indicate possible abuse
- Someone else may report it to you.
- Something in the behaviour of adults may alert you or may be shown in the behaviour of the child or vulnerable adult towards them
- Observing actual abuse
- Receive a call and allegation of suspected abuse

IF SOMEONE DISCLOSES TO YOU OR YOU WITNESS POSSIBLE OR ACTUAL ABUSE REMEMBER THE FOLLOWING:

- Listen carefully but do not probe or ask questions
- Never promise to keep it a secret
- Reassure the person that they have done the right thing

REPORT CONCERNS TO THE MPS SOCIETY'S SAFEGUARDING LEADS IMMEDIATELY AND WITHIN 24 HRS * IN AN EMERGENCY DIAL 999 /112 DO NOT DELAY

- Write up the events within 24hrs.
- The Safeguarding Leads will refer the concerns to the relevant social care department or the police and follow this up with a written report within 24 hours.

RECORD AND REPORT THE FOLLOWING:

- Name of complainant and, where different, the name of the child / vulnerable adult who has allegedly been abused.
- Your name and the names of others present
- The date
- The time
- The place where the disclosure was made or was witnessed.
- The place where the alleged abuse took place.
- The nature of the alleged abuse
- A description of any injuries observed.
- The account which has been given of the allegation.

References

Appendix 1 – Understand and recognising abuse (definition guide)

Appendix 2 – Other policies that need to be read in conjunction with this policy

Appendix 3 – Reporting safeguarding concerns – reporting form

This policy will be reviewed annually unless best practice or legislation requires an earlier review.

*Policy Adopted: May 2003
Policy Last Reviewed: May 2010, September 2014, September 2016
Policy Reviewed: July 2017*