SCRP 6 Safeguarding Policy

1. Introduction and purpose

This policy sets out how SCRP CIC operates to keep adults at risk of abuse or neglect and children safe from abuse.

The policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

We have a Duty of Care to our volunteers and service users. We are committed to the protection and safety of adults at risk and children whether they are volunteers and/or participants in our activities. We will protect and support the volunteers who work with us as well as users of our services.

All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. Children's legislation includes the Children's Act 1989 and 2004. We also follow Working Together to Safeguarding children 2023.
Working_together_to_safeguard_children_2023.pdf

Safeguarding is everyone's responsibility. For our safeguarding policy to be effective every volunteer, and staff member who supports us whatever their role, will play their part in keeping people safe.

2. Definitions
Adult at risk of abuse or neglect
For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 42.1 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service they may still be an adult at risk

Children and young people are defined as those persons aged under 18 years old.

This policy will apply to all staff, contractors and volunteers and will be used to support their work.

"**Safeguarding and promoting the welfare of children"** is defined in Working Together 2023 as:

- providing help and support to meet the needs of children as soon as problems emerge
- protecting children from maltreatment, whether that is within or outside the home, including online

- preventing impairment of children's mental and physical health or development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- promoting the upbringing of children with their birth parents, or otherwise their family network through a kinship care arrangement, whenever possible and where this is in the best interests of the children
- taking action to enable all children to have the best outcomes in line with the outcomes set out in the Children's Social Care National Framework An_Illustrated_Guide_to_the_Children_s_Social_Care_National_Framework.pdf

3. Persons affected by this policy

This policy applies to everyone working/volunteering on behalf of the SCRP CIC, including its voluntary board of Directors, paid staff, volunteers, sessional workers, agency staff and students.

4. Our Policy

- The SCRP CIC has a zero-tolerance approach to abuse

- There are no excuses for not taking all reasonable action to protect adults at risk and children from abuse, exploitation, radicalisation, and mistreatment. Concerns should reported swiftly to supervising organisations who have duty of care. This should be noted and drawn to the attention of the SCRP line manager

- The SCRP recognises that under the Care Act 2014 it has a duty for the care and protection of adults who are at risk of abuse. It is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised

- The welfare of the child and/or adult at risk is paramount and all adults have the right to protection from abuse. We follow Working Together to safeguard children 2023

- We are committed to working with appropriate agencies including County Social Care, Safeguarding Teams, and the police etc. to ensure the reporting of abuse is appropriate and in line with local and national procedures, and requirements and information sharing guidance

- We will create an environment where volunteers and staff feel able to raise safeguarding concerns and feel supported with their safeguarding responsibilities

- All volunteers and staff are given an induction to the organisation, which includes awareness of their safeguarding responsibilities and procedures to be followed if they have a safeguarding concern

- Appropriate Safeguarding training is provided to volunteers and staff as part of their induction; and have a safeguarding refresher course every three years

- All volunteers and staff are required to report any suspected abuse and be aware of the appropriate reporting and support procedure for safeguarding including the reporting of people at risk of radicalisation and extremism

- All volunteers and staff must be clear on appropriate behaviour and responses and follow our agreed Code of Conduct. Where appropriate, failure to maintain standards will be dealt with using the SCRP CIC's Policies and Procedures

- All staff and volunteers who come into contact with adults at risk of abuse, and children and their families as part of their SCRP CIC duties will be alert to possible signs of abuse and consider whether there may be safeguarding concerns. They will discuss their concerns with the Designated Safeguarding Lead, to get appropriate support or escalation

- The Designated Lead for safeguarding at SCRP CIC is the CEO

- The Designated Safeguarding Lead for SCRP CIC will fulfil their safeguarding responsibilities in a way that ensures that adults and children are safeguarded from harm. The Safeguarding Lead is responsible for following up and reporting any suspected reports of abuse

- Appropriate recruitment of volunteers and staff is in place including policies on when to obtain a DBS check

DBS Disclosures

SCRP is not a Children's Services Authority therefore scope for working directly with children, young people or vulnerable adults is limited. DBS disclosures are only sought as appropriate to the post held. SCRP posts requiring a Basic DBS check every three years are:

- Line Officers
- Safeguarding Leads and Deputies
- CEO
- DCEO
- Lead SCRP Director

SCRP posts requiring an Enhanced DBS check every year are:

- Education Officers

SCRP will refer any member of staff or volunteer to DBS for consideration for the barred list(s) if SCRP thinks a person has:

- harmed or poses a risk of harm to a child or vulnerable adult
- has satisfied the harm test; or
- has received a caution or conviction for a relevant offence and;
- the person they're referring is, has or might in future be working in regulated activity and;
- the DBS may consider it appropriate for the person to be added to a barred list
- A senior board level member will have leadership responsibility for SCRP CIC's safeguarding arrangements. This is Mike Goodman, Volunteer Director.

- As with all SCRP CIC policies, this policy will be reviewed annually by the Board and sooner if legislation or regulations change requiring an update

Status	**Draft agreed by**	**Considered by Board**	**Final version approved**	**Review**
Date	SCRP Board	Nov19	Jan 20	Annually

Date Reviewed	Reviewed By	Comments
Aug 20	Fiona Morton	Reformatted & name change
Jan 21	Fiona Morton	
Jan 22	Fiona Morton	
Jan 2023	Fiona Morton	
Aug 2024	Fiona Morton, Maddy Mills & Board	Policy Review in light of legislative changes and accessibility.
March 2025	Fiona Morton& Maddy Mills	Clarify which staff for DBS check and level

April 2025	Fiona Morton	Added updated website for ESCC Sussex Safeguarding and Child Protection Policy and Procedures Resource

Flowchart for referral for actual or suspected abuse

See it. Recognise it. Report it.

If the matter is urgent because a child or adult at risk of harm is in immediate danger phone 999 for the Police.

See it.

Are they safe? If you are concerned about a child or Adult at Risk of Harm you could help stop abuse if you follow the safeguarding policy and procedure (use this flowchart)

It is not your responsibility to decide if abuse has happened. It IS your responsibility to report it to the Safeguarding Lead and/ or appropriate authority

Recognise it.

Share your concerns/ information with the Safeguarding Lead/ Deputy Safeguarding Lead.

For concerns about an Adult at Risk of Harm: Use the Safeguarding Adults Framework to guide your discussions on thresholds for safeguarding referrals Safeguarding Matrix Adults.pdf

For concerns about a child (under 18 years of age): Use the Thresholds of Needs Matrix to guide to documents) your discussions on thresholds for safeguarding referrals Safeguarding Matrix.pdf

- If you need to discuss whether or not a referral is required, call the relevant multi-agency point of contact in your area
- If there is immediate danger to the child or Adult at Risk call 999 for the Police.

Report it

If you have a concern about a child or an Adult at Risk and need to make a safeguarding referral use the relevant online form for your area. See attached list

Notes: *reporting for CYP*
• *Parents/ carers should be advised that you are making a referral unless this might put the child at risk or cause any delay in referring* • **Local Authority Designated Officer (LADO) Referrals** If you have concerns about an adult working with a child under the age of 18 that you would like to report contact LADO for your area

Notes: *reporting for Adults at Risk*
It is essential that wherever possible it is the adult at risk who will decide on the chosen course of action, taking into account the impact of the adult at risk's mental capacity where relevant. However, the people and organisations caring for, or assisting them, must do everything they can to identify and prevent abuse happening wherever possible and evidence their efforts

Remember ALL notes will be disclosable should a formal or criminal investigation occur. *Ensure that your notes are signed, dated, professional, separate opinion from fact, are recorded verbatim using the same words as were used during the disclosure.*

Brighton & Hove City Council **FrontDoorForFamilies@brighton-hove.gov.uk**
Berkshire, Reading & Woking
https://www.berkshirewestsafeguardingchildrenpartnership.org.uk/scp .
ESCC Sussex Safeguarding and Child Protection Policy and Procedures Resource
Hounslow https://www.hscb.org.uk/
Kent https://www.kscmp.org.uk/procedures
Richmond https://kingstonandrichmondsafeguardingchildrenpartnership.org.uk/
Surrey https://surreyscb.procedures.org.uk/
WSCC https://www.westsussexscp.org.uk/