

Safeguarding Policy

Who is a child?



- Someone under the age of 18

Who is an adult at risk of harm (vulnerable adult)?



- Someone over 18
- Has care and support needs
- Is experiencing, or is at risk of, abuse or neglect
- Is unable to protect themselves because of their care and support needs

They could:



- Have a disability



- Be getting older



- Have inappropriate accommodation



- Be socially isolated

What are the aims of safeguarding?



- Stop abuse or neglect wherever possible
- Prevent harm and reduce the risk of abuse or neglect to children and adults with care and support needs
- Safeguard adults in a way that supports them in making choices and having control about how they want to live
- Raise awareness in the community so everyone can play their part in preventing, identifying and responding to abuse and neglect

What is abuse?



- Physical

This involves any treatment of a person that is violent or rough such as hitting, kicking or shaking.



- Sexual

This involves forcing a person to take part in a sexual act for which they have not or cannot consent such as touching them on private parts of their body or making them watch pornography.



- Financial & Legal

This involves the misuse of someone's money or possessions such as borrowing or stealing money or withholding benefits.



- Neglect or Omission

This involves failing to provide adequate care like providing food or ignoring medical or care needs.

- Discriminatory



This involves disregarding someone's individuality and their differences and when a person's diverse needs are not respected such as failing to respect their religious or cultural beliefs.

- Psychological



This involves any treatment of a person that causes them emotional distress such as verbal abuse, threats of harm and bullying.

- Institutional



This involves care routines for the convenience of the care provider that does not take into account the needs and rights of the individual receiving care and support such as the use of medication to control behaviour and rigid routines around personal care and sleep routines.



- E-abuse

This involves bullying and intimidation that takes place online such as nasty messages on social media.

- Self Neglect



This involves risks to an individual's health and wellbeing particularly when the person does not understand the consequences.

- Modern Slavery



This involves restriction of a person's choice and control over their own lives. They could be forced to work through mental, financial or physical threat, owned or unreasonably controlled by an employer or have restrictions placed on their movement.

- Sexual Exploitation



This involves someone using the power they have over a vulnerable person to abuse or manipulate them sexually. Their power may result from a difference in age, gender, strength or finance. This could be part of organised crime but can also happen within relationships.

- Domestic Abuse



This involves an type of abuse mentioned above that happens within an intimate or family relationship.

People can experience different types of abuse at the same time; sometimes from the same person, sometimes from different people.

Some signs of abuse

If you see these it does **NOT** mean someone is definitely being abused – it is a possible indication

- Bruises
- Cuts
- The person is quiet and sad



- Crying
- Stealing (food, money, other things)
- The person looks scruffy and unclean
- Untreated illnesses
- The person deliberately hurts them self
- Urine infections
- Losing weight and other signs of malnutrition
- Over medicated / drowsy
- Unable to attend activities as no support staff or transport
- Aggression and other behaviour that challenges
- Inappropriate sexual behaviour

Who might be an abuser?

- A friend or neighbour
- A health or social worker
- A partner
- A volunteer worker
- A support worker in a person's own home
- Another adult at risk of harm
- A care worker in a residential home



- A child or relative

ANYONE!

Where can abuse happen?

- At home
- At a residential care home
- At a day centre
- At the shops
- At a community activity
- At college
- In a car
- In the street
- At a hospital

ANYWHERE!

Who should you tell if you are being abused?

- Family
- Professionals such as support workers or Ark staff. The Ark's Safeguarding Officer is Andrea McCombie, CEO. Her contact details are 01344 266899 / 07850 631156 (emergencies) andrea@theark.org.uk
- Teacher or college staff
- Someone else you trust



- Social Worker or Care Manager
- Local Safeguarding team

If you are in danger of physical harm right now you can contact the police on 999

What will happen if you tell someone at The Ark or we think someone might be abusing you?



- If you are in danger of physical harm right now we will contact the police on 999



- What you tell us, or what we have noticed that makes us think someone might be abusing you will be recorded in writing.



- If you are an adult with capacity, we will tell you that we will be contacting your local Safeguarding team



- We will pass all the information we have to the right safeguarding team



- Someone from the Safeguarding team will contact you to tell you what they will be doing. This could involve holding meetings, police investigations and forming a Safeguarding Plan

✓

Policy Review Date: April 2027

Safeguarding Statement

The Ark Trust CIO (The Ark) is registered with Bracknell Forest Council's online Disclosure & Barring check service. All staff, tutors, trustees and volunteers with regular direct contact with vulnerable adults and /or children working for The Ark must undergo these checks (both against vulnerable adults and children's lists).

As an equal opportunities employer, people who have committed some offences (none that bar them from working with vulnerable adults or children) can be employed/volunteer but these are individually risk assessed. The lead person at The Ark is the CEO who is also the organisations' Safeguarding Officer.

The contact details for the Ark' Safeguarding Officer are:

Andrea McCombie, CEO

01344 266899 / 07850 631156 (emergencies)

andrea@theark.org.uk

TRAX, Mill Ride, North Ascot SL5 8JW

All staff, tutors, trustees and volunteers* will receive, as a minimum, Level 1 training in safeguarding vulnerable adults (and children if appropriate)

**Excluding community responders during COVID-19, who will be offered the training where appropriate.*

Accessible level 1 training is also offered, in partnership with Bracknell Forest Council, to people using the services provided by The Ark.

All staff, tutors, trustees and volunteers will follow the attached flowchart when a potential safeguarding concern is raised.

Whistleblowing Statement

Anyone can contact their employer about any issue they want to report.

If they cannot tell their employer, they should contact the Bracknell Forest Safeguarding Team.

A worker should raise concerns directly with the relevant Bracknell Forest Safeguarding Team if they think their employer:

- Will cover it up.
- Would treat them unfairly if they complained.
- They have already told them and no action has been taken.

Local Council Safeguarding Team

Local authorities are the responsible organisations for adult and children safeguarding issues in their communities. If you contact your local authority safeguarding team with a concern, they will ensure it is fully investigated and reported. The team will ensure your concerns are treated with the utmost confidentiality.

Where necessary, the safeguarding team will refer your concerns to key organisations including the Care Quality Commission or OFSTED, the care regulators.

The relevant Bracknell Forest Council Safeguarding Team can be contacted by telephone on: 01344 352000 or for further information visit:

www.bracknell-forest.gov.uk/safeguarding

The teams are based at:

Bracknell Forest Council, Time Square, Market Street, Bracknell RG12 1JD

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Safeguarding Concerns Procedure Flowchart

A child or vulnerable adult* has disclosed concerning information to you or you have witnessed or had reported to you an incident or complaint involving the behaviour of an adult in relation to a child or vulnerable adult*, which may be considered abuse or poor practice.*It is essential when considering an incident or concerns involving a vulnerable adult to, where possible, obtain the consent of the vulnerable adult before referring the matter to a statutory agency.

STAY CALM - REASSURE - NO PROMISES - FEW QUESTIONS - FOLLOW GUIDE



Is the victim in need of urgent medical treatment or police intervention?

No

Yes

Verbally report to the Safeguarding Officer and follow up with a written statement. The Safeguarding Officer continues as follows

Contact emergency services; inform of potential safeguarding issue



Does the allegation or incident involve the child/vulnerable adult's parent(s), guardian or carer?

No

Yes

If required with consent, inform parents, guardians/carers at earliest opportunity, and continue



Report to relevant Bracknell Forest Council Safeguarding Team at earliest opportunity and await further instruction from them.