

Tatsfield Village Hall

Vulnerable Adult and Child Safeguarding Policy

The Village Hall Management Committee has a duty to safeguard children and vulnerable adults who use the hall and its facilities and those who may come into contact with vulnerable users. Safeguarding goes beyond preventing physical abuse, and includes protecting people from harm generally, including neglect, emotional abuse, exploitation, radicalisation, and the consequences of the misuse of personal data.

The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone. All have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect regardless of gender, ethnicity, disability, sexuality, religion or faith. Bullying, shouting, physical violence, sexism and racism will not be tolerated.

The Management Committee will endeavour to keep the Village Hall and its facilities safe and accessible for use by children and vulnerable adults. This policy applies to all trustees, hirers, contractors, volunteers and other visitors to the Hall.

Definition of a child:

A child is defined as anyone who has not yet reached their 18th birthday. In this policy 'children' means 'children and young people'.

Definition of a Vulnerable Adult:

A vulnerable adult is defined as a person who may be in need of services by reason of mental or other disability, age or illness and who may not be able to take care of him or herself, or is unable to protect him or herself against significant harm or exploitation.

Definition of Abuse:

Abuse is described as a violation of an individual's human or civil rights by any other person or persons. It may be physical, verbal, emotional or sexual and may encompass bullying, sexism, racism, exclusion or neglect.

In case of concern:

If you're worried about a **child** you don't have to wait until you are certain that they are being abused. You can report your concerns anonymously and they will be listened to and assessed. Action will be taken if the child is considered at risk of harm.

An incident or suspicion of child abuse can be reported to:

- Surrey Multi Agency Safeguarding Hub
- the police – call 999 in an emergency or otherwise 101
- the Child Exploitation and Online Protection Centre (CEOP) www.ceop.police.uk
- the NSPCC
- other agencies which come into contact with children, for example, the child's school, GP or youth worker
- a specialist organisation like Stop it Now.

If possible, it is always best to discuss any concerns you have with a vulnerable adult and obtain their agreement, where possible and safe to do so, before you report abuse.

An incident or suspicion of adult abuse can be reported to:

- Surrey Multi Agency Safeguarding Hub,
- Action on Elder Abuse
- Age UK

General:

Regular hirers and contractors should comply with the requirements of the Hall's Health & Safety Policy as well as with the current Conditions of Hire.

Hirers providing facilities for children or vulnerable adults (other than private parties) must have their own Safeguarding Policies. They must be committed to safe recruitment and must ascertain whether or not any members of staff or volunteers need a DBS check or safeguarding training.

Anyone visiting the Village Hall and wishing to take a photograph of a child or children should be aware that permission should be obtained from a parent or carer firstly to take the photograph and secondly to reproduce it. Photographs of children should only be used if written consent has been obtained from a parent or carer.

Members of the Management Committee do not supervise children or vulnerable adults as part of their duties as trustees. If the Management Committee organises an event which includes children it will stipulate that children must be accompanied by parents or guardians.

This policy is reviewed and approved by the Management Committee annually, or at any other time if legislation changes.

A copy of this document is made available to regular hirers and contractors and is displayed on the noticeboard in the lobby.

Relevant guidance:

Charity Commission's Strategy for dealing with safeguarding vulnerable groups including children issues in charities:

www.gov.uk/government/uploads/system/uploads/attachment_data/file/406885/Safeguarding_strategy.pdf

Working together to safeguard children:

www.gov.uk/government/publications/working-together-to-safeguard-children--2

Appendix A: Sources of Advice and Help

Surrey Police

Telephone: 01483 571 212

Surrey Multi Agency Safeguarding Hub (MASH) responds to initial enquiries about children, young people and adults.

Telephone: 0300 470 9100

social care staff mon - fri 9am - 5pm Monday to Friday

police staff mon - fri 8am - 5pm sat & sun 8am - 4pm (ex bank holidays)

Out of hours Adult Social Care Emergency Duty Team Telephone: 01483 517898

email: mash@surreycc.gov.uk

secure email: mash@surreycc.gcsx.gov.uk

East Surrey Domestic Abuse Services

Charitable organisation specialising in advocacy, advice & support for victims of domestic abuse

24hr Surrey helpline: 01483 776822

24hr National helpline: 0808 2000 247

GALOP LGBT helpline: 0800 999 5428

Telephone: Mon - Fri 9am - 4pm: 01737 771350

Email: support@esdase.org.uk

Website: www.esdas.org.uk

Action on Elder Abuse

Provides information, advice and support to victims and anyone concerned about abuse, neglect or financial exploitation.

Freephone helpline Mon - Fri 9am - 5pm: 080 8808 8141 (will not show on a phone bill)

Email: enquiries@elderabuse.org.uk

Website: <https://elderabuse.org.uk/>

Age UK

Website: <https://www.ageuk.org.uk>

Telephone: 0800 055 6112

Stop it Now

For concerns about sexual behaviour

<https://www.stopitnow.org.uk/>

Whistleblowing for concerns within the NHS and social care sector

Freephone helpline: 08000 724 725

Respond

Works with people with learning disabilities who have experienced abuse or trauma or who have abused others. It also supports their families and carers.

Freephone helpline: Thursdays from 10am - 4pm: 0808 808 0700

General enquires: 0207 383 0700

Emails: admin@respond.org.uk

Website: <http://www.respond.org.uk>

Care Quality Commission

Independent regulator of health and adult social care in England, monitoring, inspecting and regulating services:

Telephone: 03000 616161

Online contact:

<http://www.cqc.org.uk/content/contact-us-using-our-online-form>

Website:

<http://www.cqc.org.uk/>

Appendix B: Awareness of Abuse or Neglect

Vulnerable users could include:

- children
- young people
- adults with learning difficulties or physical disability
- frail, elderly people.
- carers
- those who cannot read warning signs, ie English is not their first language
- those who are not able to speak due to a stroke

The types of abuse or neglect set out in the Care Act 2015:

Domestic violence	including psychological, physical, sexual, financial, emotional abuse; so called 'honour' based violence
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
Psychological abuse	including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks
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
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.
Discriminatory abuse	including forms of harassment, slurs or similar treatment; because of race, gender and gender identity, age, disability, sexual orientation or religion
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.
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.
Self-neglect	this covers a wide range of behaviour neglecting to care for personal hygiene, health or surroundings and includes hoarding.

Ways to Recognise Child Abuse and Neglect

Physical abuse:

Visible Signs:

- injuries to any part of the body
- children who find it painful to walk, sit down, move their jaws or are in some other kind of pain
- injuries which are not typical of the bumps and scrapes associated with children's activities
- the regular occurrence of unexplained injuries
- the child who is frequently injured, where even apparently reasonable explanations are given

Behavioural Signs:

- furtive, secretive behaviour
- uncharacteristic aggression or withdrawn behaviour
- compulsive eating or sudden loss of appetite
- the child who suddenly becomes ill co-ordinated
- the child who finds it difficult to stay awake

What to listen for:

- confused or conflicting explanations of how the injuries were sustained

Emotional abuse:

Behavioural Signs:

- emotional indicators such as low self-esteem, unhappiness, fear, distress, anxiety
- behavioural indicators such as attention seeking, withdrawn, insecure

Sexual abuse:

Physical signs:

- signs of blood or other discharge on the child's under clothes
- awkwardness in walking or sitting down
- tummy pains
- regression into enuresis (bed or clothes wetting)
- tiredness

Behavioural signs:

- extreme variations in behaviour (e.g. anxiety, aggression, or withdrawal)
- sexually provocative or inappropriate behaviour, or knowledge that is incompatible with the child's age and understanding
- drawings and/or written work which are sexually explicit (indirect disclosure)
- direct disclosure; it is important to recognise that children have neither the experience nor the understanding to be able to make up stories about sexual assault.

Neglect:**Physical signs:**

- underweight or obesity
- recurrent infection
- unkempt dirty appearance
- smelly
- inadequate/unwashed clothes
- hunger
- listlessness

Behavioural signs:

- attachment disorders
- indiscriminate friendliness
- poor social relationships
- poor concentration
- developmental delays
- low self esteem

Ways to Recognise Adult Abuse**Physical abuse:****Visible Signs:**

- any injury not fully explained by the history given
- injuries inconsistent with the lifestyle of the vulnerable adult
- bruises and/or welts
- clusters of injuries forming regular patterns or reflecting the shape of an object
- burns, including friction burns, rope or electrical appliance burns
- multiple fractures
- lacerations or abrasions to mouth, lips, gums, eyes, external genitalia
- marks on body, including slap marks, finger marks
- injuries at different stages of healing

Behavioural signs:

- poor communication or communication difficulties
- physical and/or emotional dependence on others
- mental health needs, especially moderate or severe dementia
- rejection of help
- aggression

- self-injurious behaviour
- history of repeatedly making allegations of abuse
- high level dependency on others to meet their needs

Sexual abuse:

Potential indicators:

- significant change in sexual behaviour or attitude
- pregnancy in a women who is unable to consent to sexual intercourse
- wetting or soiling
- poor concentration
- vulnerable adult appears withdrawn, depressed or stressed
- unusual difficulty in walking or sitting
- torn, stained or bloody underclothing
- bruises, bleeding, pain or itching in genital area
- sexually transmitted diseases, urinary tract or vaginal infection, love bites
- bruising to thighs or upper arms

Psychological abuse:

Potential indicators:

- low self-esteem, deference, passivity, and resignation
- unexplained fear, defensiveness, ambivalence
- emotional withdrawal

Financial abuse:

Potential indicator:

- unexplained sudden inability to pay bills or maintain lifestyle

Neglect and Acts of Omission:

Potential indicators:

- poor physical condition, malnutrition
- clothing in poor condition, e.g. unclean, wet, ragged
- untreated injuries or medical problems
- failure to engage in social interaction
- poor personal hygiene