

Para Dance UK

Safeguarding of Children and Vulnerable Adults



Para Dance UK

Everyone can dance

Date	Version	Comments	Author	Signature
21/10/2020	1.0	First draft	Sarah Preston	
24/10/2020	1.1	Second Draft	Niro Mendonca	
14-12-2020	1.1	Final Draft	Signed off by Board of Trustees	R. Beaton Chair

Contents

1 Introduction:	2
2 Purpose:	2
3 Definitions:	2
4 Legal Framework:	4
5 Training and Awareness:	5
6 Confidentiality and Information Sharing:	5
7 Recording and Record Keeping:	6
8 Safe Recruitment & Selection:	6
9 Social Media:	6
10 Use of Mobile Phones and other Digital Technology in a Safeguarding Context:	6
11 Whistleblowing:	6
12 Important Contacts:	7

1 Introduction:

Para Dance UK abides by the duty of care to safeguard and promote the welfare of children and vulnerable adults.

- We are committed to safeguarding practices that reflect statutory responsibilities, government guidance and comply with best practice requirements.
- We recognise that the welfare of children and vulnerable adults is paramount in all the work we do and in all the decisions we take
- We believe that all people, regardless of age, disability, gender preference, race, religion, belief, sex, or sexual orientation have an equal right to protection from all types of discrimination, harm or abuse
- We understand that some people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- We are committed to working in partnership with children, young people, their parents, carers, vulnerable adults and other agencies in promoting young people's welfare.

2 Purpose:

Para Dance UK will:

- Protect children and vulnerable adults who receive any of Para Dance UK's services directly or via their network of associated instructors/ partners from discrimination, abuse or harm. This includes the children of adults who use Para Dance UK's services
- Provide staff, volunteers, children, vulnerable adults and their families with the overarching principles that guide Para Dance UK's approach to safeguarding.

This policy applies to anyone working for or on behalf of Para Dance UK including senior managers, trustees, paid staff, volunteers, instructors, sessional workers, agency staff and students. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

3 Definitions:

The Children Act 1989 defines a child as:

- anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or are an in-patient in hospital.

Adult at risk is defined as an adult who:

- has needs for care and support (whether or not the authority is meeting any of those needs)
- is experiencing, or is at risk of, abuse or neglect, and
- is unable to protect themselves against abuse or neglect or the risk of it.

Child and Adult Abuse is defined as:

Children and adults may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives.

The 4 main categories of abuse are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

- bullying and cyberbullying
- sexual exploitation
- criminal exploitation
- trafficking
- domestic abuse
- female genital mutilation
- grooming
- historical abuse
- online abuse
- radicalisation

Safeguarding Children:

Safeguarding children is defined in [Working Together to Safeguard Children 2018](#) as:

- protecting children from maltreatment.
- preventing impairment of children's health or development.
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- taking action to enable all children to have the best outcomes.

Radicalisation:

- is the process through which a person comes to support or be involved in extremist ideologies? It can result in a person becoming drawn into terrorism and is in itself a form of harm.

Extremism:

- is vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

4 Legal Framework:

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children and vulnerable adults in England. The underpinning legislation to this policy is as follows:

Sexual Offences Act 2003

The Sexual Offences Act introduced a number of new offences concerning adults at risk and children.

Mental Capacity Act 2005

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 should be the least restrictive intervention.

Safeguarding Vulnerable Groups Act 2006

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 non-compliance.

Deprivation of Liberty Safeguards

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

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).

The Care Act 2014 – Statutory Guidance

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

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

The Prevent Duty

Some organisations in England, Scotland and Wales have a duty, as a specified authority under section 26 of the Counterterrorism and Security Act 2015, to identify vulnerable children

and young people and prevent them from being drawn into terrorism. This is known as the Prevent duty. These organisations include:

- Schools
- Registered childcare providers
- Local authorities
- Police
- Prisons and probation services
- NHS trusts and foundations.
- Other organisations may also have Prevent duties if they perform delegated local authority functions.

Children and vulnerable people can be exposed to different views and receive information from various sources. Some of these views may be considered radical or extreme.

5 Training and Awareness:

Para Dance UK will ensure an appropriate level of safeguarding training is available to its Trustees, Employees, Volunteers and any relevant persons linked to the organisation (e.g. contractors).

All employees who are working or volunteering with children are required as a minimum to have awareness training that enables them to:

- understand what safeguarding is and their role in safeguarding the people and communities served
- recognise a child or vulnerable adult potentially in need of safeguarding and take required action
- understand how to report a safeguarding alert/incident
- understand dignity and respect when working with children and vulnerable adults
- have knowledge of this policy and its contents.

Safeguarding training is mandatory and will need to be undertaken at least once every 2 years, or earlier if there are any changes to legislation or prevalent practices. Records of training dates and attendees will be maintained.

6 Confidentiality and Information Sharing:

Para Dance UK expects all employees, volunteers and trustees to protect data and maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, it is important to note that information will be shared with the Local Authority if a child or vulnerable adult is deemed to be at risk of harm or **the police will be contacted if they are in immediate danger, or a crime has been committed.**

It is important that concerns are raised quickly. The statutory body receiving the safeguarding alert will provide advice on any onward actions required. This is not the expertise or domain

for Para Dance UK, whose only role is to raise the alert and take action on the agreed recommendations.

7 Recording and Record Keeping:

A written record must be kept about any concern regarding a child or vulnerable adult with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken, decisions made and reasons for the same.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

8 Safe Recruitment & Selection:

Para Dance UK is committed to safe employment and safe recruitment practices, that reduce the risk of harm to children from people unsuitable to work with them or have contact with them.

Para Dance UK has policies and procedures that cover the recruitment of all Trustees, employees and volunteers.

9 Social Media:

All employees and volunteers should be aware of Para Dance UK's social media policy and procedures and the code of conduct for behaviour towards the communities they support.

10 Use of Mobile Phones, Cameras and other Digital Technology in a Safeguarding Context:

All employees, trustees and volunteers should be aware and understand that it is unlawful to photograph, videograph, record and/or store, save, share the same of children and vulnerable adults without the explicit consent of the person with parental responsibilities in the case of a child; or welfare deputy as legislation dictates in the case of a vulnerable adult who lacks capacity to give that consent themselves.

11 Whistleblowing:

It is important that people within Para Dance UK have the confidence to come forward to speak or act if they are unhappy with anything. Whistle blowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong - doing within their organisation. This includes concerns about another employee or volunteer. Para Dance UK has policies and procedures that cover Whistleblowing.

12 Important Contacts:

Senior Lead for Safeguarding Children Para Dance UK

Name: Selina Johnson

Email address: feedback@paradance.org.uk

Telephone number: 03001113045

Senior Lead for Safeguarding Vulnerable Adults Para Dance UK

Name: Emma Millward

Email address: feedback@paradance.org.uk

Telephone number 03001113045

Trustee for Safeguarding Para Dance UK

Name: Sarah Preston

Email address: secretary@paradance.org.uk

Telephone number: 0300 1113045

Police

Emergency – 999

Non-emergency – 101

NSPCC Helpline

0808 800 5000