



Hay Brecon and Talgarth Sanctuary for Refugees

Safeguarding Policy and Procedure

1.0 Purpose:

- To protect children and adults at risk who attend respite events organised and delivered by Hay Brecon and Talgarth Sanctuary for Refugees
- To provide volunteers with overarching principles that guide our approach to child and adult safeguarding.

1.2

Policy Statement

Hay Brecon and Talgarth Sanctuary for Refugees is committed to safeguarding and protecting the welfare of children and adults at risk. It recognises that it has a responsibility, through its support for refugees, to protect the welfare of children and adults who may be in vulnerable situations and to ensure that such children and adults are protected from harm.

Hay Brecon and Talgarth Sanctuary for Refugees is committed to high standards of practice in safeguarding the welfare of children and adults at risk. It has no statutory remit or role to investigate abuse of children or adults at risk but acknowledges a responsibility to pass on to the appropriate statutory agency concerns in relation to the safety or welfare of an individual so that these concerns can be assessed.

1.3 Legal Framework

[SAFEGUARDING POLICY]

[April2018]

This policy has been drawn up in accordance with legislation which applies equally to both adults and children such as the Safeguarding Vulnerable Groups Act 2006, the Human Rights Act 1998, the Mental Capacity Act 2005 and the Public Interest Disclosure Act 1998. In addition legislation for specific circumstances including the Asylum and Immigration Act 2004 (human trafficking) and the Sexual Offences Act 2007 (sexual exploitation) also apply equally. Legislation specific to children are the Children Act 1989 and Children Act 2004 and guidance such as the United Nations Convention on the Rights of the Child (1989), Safeguarding Children: Working Together under the Children Act 2004, (Welsh Assembly Government (WAG) 2006).

2.0 Definitions

Safeguarding and promoting the welfare of children¹ is defined as protecting children from maltreatment, preventing the impairment of their health or development, ensuring that they are growing up receiving safe and effective care and acting to enable children to have the best outcomes.

The legal definitions of a child or adult at risk (Social Services and Well Being (Wales) Act 2014) are as follows:

¹

Who is a child at risk?

A child who:

- (a) Is experiencing or at risk of abuse or neglect
- (b) Has needs for care and support (whether or not those needs are being met)

Who is an adult at risk?

An adult who:

- a) Is experiencing or at risk of abuse or neglect

¹ Throughout this policy child or children refers to a child or young person who has not yet reached their 18th birthday.

[

[

- b) Has needs for care and support (whether or not those needs are being met)
- c) And as a result of those needs is unable to protect himself or herself against abuse or neglect

Definitions of the different types of abuse and neglect are found in appendix one.

3.0 Principles

Hay Brecon and Talgarth Sanctuary for Refugees recognises that:

- The protection of a child and adult at risk should be everyone's paramount concern
- All children and adults at risk, regardless of age, disability, gender, racial heritage, religious belief, political opinion, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- Some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with adults at risk, families, children, their parents, carers and other agencies is essential in promoting the welfare of children and adults at risk

Hay Brecon and Talgarth Sanctuary for Refugees will seek to keep children and adults safe by:

- valuing them, listening to and respecting them
- supporting them in making their own decisions about how they wish to proceed in the event of abuse and to know their wishes will only be over-ridden if it is considered necessary for their own safety or the safety of others

- adopting protection practices through procedures and a code of conduct for volunteers and anyone working on behalf of Hay Brecon and Talgarth Sanctuary for Refugees
- providing effective support for staff and volunteers through training
- sharing information about child and adult safeguarding and good practice with volunteers
- Having alleged, suspected or confirmed cases of abuse that come to light through Hay Brecon and Talgarth Sanctuary for Refugees support dealt with as a priority.

All incidents of alleged poor practice, misconduct or abuse will be taken seriously and responded to swiftly and appropriately.

It is the responsibility of all within Hay Brecon and Talgarth Sanctuary for Refugees to report any concerns about abuse through locally determined safeguarding procedures or directly to the police.

4.0 Procedure

4.1 Where there are concerns about the safety or welfare of a child or adult at risk this policy and this procedure will be followed and information will be shared with the relevant agencies.

4.2 Hay Brecon and Talgarth Sanctuary for Refugees will take all possible steps to ensure that children and adults with whom it works are kept safe through:

- A clear procedure for the raising of concerns about a child or adult at risk (section 6)
- Procedures to structure the management of an allegation of abuse against volunteers (section 7)
- Access to training and support for volunteers to ensure they are aware of and understand the importance of implementing this policy and the related procedure (Appendix 2)
- Identified personnel holding the lead role (senior organiser on respite day) and designated safeguarding responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees (Appendix 2)

[

[Safeguarding Policy]

[April 2018]

[

- Clear expectations of committee members and volunteers for sharing information about children and adults at risk.

5.0 Information Sharing

Hay Brecon and Talgarth Sanctuary for Refugees has clear expectations of all volunteers for sharing information about families, parents, adults at risk, children and young people.

- Hay Brecon and Talgarth Sanctuary for Refugees recognises the importance of sharing information to protect a child or adult and normally any disclosure of confidential information to any other person may only be undertaken with the expressed permission of the person. In the case of a child this person would be the parent or legal guardian.
- Where it is necessary to protect the welfare of a child or an adult from serious harm, in exceptional cases information may be shared without permission. The person/parent/legal guardian will be kept informed, unless to do so would put the welfare and safety of the child or adult at further risk of harm.
- In recognition of its commitment to pass on concerns, Hay Brecon and Talgarth Sanctuary for Refugees will maintain current information on, and work within, the requirements of the local procedures followed by statutory and voluntary agencies (Wales Interim Policy and Procedures for the protection of vulnerable adults and All Wales Child Protection Procedures.) Concerns should be reported to Powys Social Service duty officer via **01597 827666 (office hours) 0845 054 4847 (out of hours) or via the Police on 101.**

6.0 Procedure when there are concerns

- If anyone within Hay Brecon and Talgarth Sanctuary for Refugees has concerns about the welfare of a child or an adult they must raise those concerns and inform the lead organiser on the respite day without delay. The lead will seek advice from the designated safeguarding person.

[SAFEGUARDING POLICY]

[April2018]

- If a child or adult at risk discloses that they are being, or have been abused this information must be taken seriously and the information must be passed to the Lead organiser.
- If a child or adult is at risk of immediate harm, the Lead organiser should inform Social Care or the police without delay without delay using the numbers above.
-
- The information regarding the concerns and the action taken will be recorded and passed to the relevant agencies, using appropriate procedures.
- If a volunteer is alleged to have put the welfare or safety of a child or an adult at risk, the Lead organiser will inform the appropriate agency and co-operate fully with the authority in the manner in which the matter is dealt with.
- Notify and liaise with the Chair and Designated Safeguarding Person for Hay Brecon and Talgarth Sanctuary for Refugees (Appendix 2) and social services around any allegations of harm or inappropriate behaviour made against volunteers.

7.0 Allegations against volunteers

It is important that any concerns for the welfare of a child or an adult arising from abuse or harassment by a volunteer should be reported immediately to the Lead Organiser or, if they are implicated in the concerns, the Chair and Designated Safeguarding Person for Hay Brecon and Talgarth Sanctuary for Refugees. These individuals are responsible for liaising with the Police and Social Care about the allegations in these circumstances.

The Lead, if not the subject of the concerns, is primarily responsible for taking all reasonable steps necessary to secure the safety of any child or adult who may be at risk, by, for example, removing the person who is the subject of the allegation from any situation involving children or vulnerable adults. S/he will be supported by the safeguarding team and by the Designated Senior Manager within Social Services as appropriate.

[

[Safeguarding Policy]

[April 2018]

[

The Chair and/or Designated Safeguarding Lead are responsible for liaising with the police and Children's Services/Social Services about allegations.

Where there are allegations of abuse or concerns about poor practice of volunteers there may be two strands of investigation as follows:

1. Adult protection investigation (externally led)
2. Criminal investigation (externally led by the Police Authority)

It may be that a volunteer is asked to cease volunteering pending the outcome of the investigation.

Hay Brecon and Talgarth Sanctuary for Refugees values differences and will ensure that adults or young people who act in the capacity of volunteer will be supported in their role and appropriate measures will be taken to protect them from harm.

²This policy will be reviewed regularly in line with relevant legislative changes.

Designated Safeguarding Personnel

Names	Contact details
Dr Aideen Naughton	07989500864

Date policy adopted:

Signature of Chair: _____

Date policy reviewed: _____

[SAFEGUARDING POLICY]

[April2018]

Appendix One

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns the symptoms of, or deliberately causes ill health to a child who they are

[

[Safeguarding Policy]

[April 2018]

[

looking after. This situation may be described as fabricated or induced illness by carer.

Most children will sustain cuts and bruises in their daily life; these are most likely to be in bony parts of the body, like elbows, knees and shins. Important indicators of possible physical abuse are where bruises or injuries are unexplained, or the explanation does not fit the injury, or when the bruises appear on parts of the body where accidental injuries are unlikely e.g. on the cheeks or thighs. A delay by parents or carers in seeking medical treatment when it is obviously necessary would also be a cause for concern. Bruising may be more or less noticeable on children with different skin tones or from different racial groups.

For adults, physical abuse is defined in the 'Wales Interim Policy and Procedures 2013' as 'the unnecessary infliction of any physical pain, suffering or injury by a person who has responsibility, charge, care or custody of, or who stands in a position of or expectation of trust to, a vulnerable person.' Physical abuse may also be perpetrated by one vulnerable adult upon another. It can include misuse of medication, undue restraint, inappropriate sanctions and other body impairment, such as dehydration, malnutrition, poor hygiene or sleep deprivation.

Emotional Abuse

For children emotional abuse can be defined as the persistent ill-treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill-treatment of a child though it may occur alone.

Emotional abuse can be difficult to identify, sometimes children who appear well cared for may be emotionally abused by being taunted, put down, ignored or belittled or they may receive little or no affection or attention from their parents or carers. Children living in households where substance misuse, domestic violence or parental mental illness is present may suffer from emotional abuse. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

For adults, emotional or psychological abuse is the infliction of mental suffering by a person in a position or expectation of trust upon an adult at risk. Emotional/psychological abuse can also be inflicted by an adult at risk on another individual.

Emotional and psychological abuse includes bullying, which is typically deliberate, hurtful behaviour repeated over time, which can include physical abuse but often is verbal (name calling and threats). It can undermine self-confidence, may cause the victim to become more isolated and sometimes leads to self-harm.

Another example of psychological abuse is when an adult at risk is incited, induced or exploited to commit a crime or abuse. Examples of this include inciting to steal, to perform acts of violence and commit sexual crimes. There have also been examples of adults at risk being exploited to commit acts of radical extremism.

Sexual Abuse

Child sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact including penetrative or non-penetrative acts. They may include non-contact activities such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Those who use children to meet their sexual needs, abuse both girls and boys of all ages and children may also be sexually abused by their peers. Often, in cases of sexual abuse it is the child's behaviour which may cause concern, although physical signs can also be present. In all cases, children who tell about sexual abuse do so because they want it to stop. It is important, therefore, that they are listened to and taken seriously.

Adult sexual abuse refers to the direct or indirect involvement of an adult in sexual activity to which they are unwilling or unable to give informed consent, or which they do not fully comprehend, or which violates the social taboos of family roles, such as incest. Sexual abuse may also be perpetrated by an adult at risk upon another individual.

[

[Safeguarding Policy]

[April 2018]

[

Any sexual activity that is not freely consenting is criminal. Where there is an abuse of trust, sexual activity may appear to be with consent, but is unacceptable because of the differences in power and influence between the people involved.

Neglect

Neglect is a form of abuse in which the perpetrator is responsible for providing care for someone who is unable to care for him or herself, but fails to provide adequate care to meet their needs. Neglect can be deliberate or can occur as a result of not understanding what someone's needs are.

Neglect in a child is the persistent failure to meet their basic physical and/or psychological needs likely to result in the serious impairment of the child's health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Neglect can be a difficult form of abuse to recognise, yet can leave some of the most lasting and damaging effects on children. The physical signs of neglect may include: constant hunger, sometimes stealing food from other children, poor standard of personal hygiene, loss of weight or underweight or lack of warm clothing or inappropriate clothes for the conditions.

Neglect in an adult can include failure to access medical care or other services, negligence in the face of risk-taking, failure to give prescribed medication, poor nutrition or lack of heating and failure to maintain skin integrity. Under the Mental Capacity Act 2005, wilful neglect is classified as a criminal offence for individuals who do not have mental capacity. Self neglect is not classified as neglect of an adult at risk if the person is considered to have mental capacity and has knowingly behaved in this way.

Financial Abuse

Financial abuse can be defined as the illegal or unauthorised theft or use of a person's property, money or valuables. Adults at risk may be subjected to this form of abuse.

Some examples of financial abuse may involve a relative or carer:

[SAFEGUARDING POLICY]

[April2018]

Spending an adult at risk's money on themselves.

Refusing to let a person decide what to spend their money on.

Telling a person they should give them money, perhaps by telling a hard luck story or by making the person feel obliged to or that they are a burden.

Moving into another person's home uninvited, or pressurising the person to sign their property over to them or to change their will.

Cultural Beliefs

Some members of our communities may hold beliefs that may be common within particular cultures but which are against the law in Wales. Examples of particular practices are:

- **Forced Marriages:** No faith supports the idea of forcing someone to marry without their consent. This should not be confused with arranged marriages between consenting adults.
- **Under-age Marriages:** In Wales, a young person cannot legally marry or have a sexual relationship until they are 16 years old or more.
- **Female Genital Mutilation:** This is against the law yet we know that for some in our communities it is considered a religious act and a cultural requirement. It is also illegal for someone to arrange for a child to go abroad with the intention of having her circumcised. Female Genital Mutilation can be committed on both children and adults.
- **Ritualistic Abuse:** Some faiths believe that spirits and demons can possess people (including children). What should never be condoned

[

[Safeguarding Policy]

[April 2018]

[

is the use of any physical violence to get rid of the possessing spirit. This is physical abuse and people can be prosecuted even if it was their intention to help the child/adult at risk.

Trafficking

This is often referred to as slavery affecting an estimated 30 million people around the world. It is defined as the recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs.

Modern slavery affects people of all ages, gender and races. However those that are socially excluded, a minority group or vulnerable tend to be targeted the most.

Domestic Abuse

It is defined as any incident or pattern of incidents of controlling, coercive or

threatening behaviour, violence or abuse between those aged 16 or over

who are or have been intimate partners or family members regardless of gender or sexuality.

Due to the nature of domestic abuse, children who live in households whereby domestic

abuse is present will be affected by the home situation.

Domestic abuse can encompass but is not limited to the following types of abuse:

psychological, physical, sexual, financial and emotional.

Staff can access the Live Fear Free Helpline which offers a 24 hour, bilingual, free phone

helpline information and signposting service to women, men, children and

young people that are experiencing domestic abuse. Their number is 0808 80 10 800.

The Live Fear Free Website also has information on other aspects of Domestic Abuse

including FGM, Honour Based Violence and Slavery (also referred to as Human Trafficking).

[

[Safeguarding Policy]

[April 2018]

[

Appendix Two

Recruitment and training procedures for volunteers

Hay Brecon and Talgarth Sanctuary for Refugees takes all possible steps to ensure that children are kept safe through:

- clear safeguarding procedures to inform volunteers new to Hay Brecon and Talgarth Sanctuary for Refugees about the appropriate action to take in the event of concerns about a child
- volunteers accessing guidance and Level 1 Safeguarding Children Training to ensure that they are able to work within these procedures

2. Ongoing support and supervision for volunteers

Hay Brecon and Talgarth Sanctuary for Refugees ensures that all volunteers access support and are clear about their role and responsibilities, through:

- the implementation of the Hay Brecon and Talgarth Sanctuary for Refugees safeguarding code of conduct volunteers
- Identifying personnel to hold the Lead and Designated Safeguarding responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees.
- procedures to structure the management of any allegations of abuse against volunteers

3. Safeguarding Roles and Responsibilities within Hay Brecon and Talgarth Sanctuary for Refugees

The committee retain ultimate responsibility for safeguarding and promoting the welfare of children and adults at risk supported by HB&T Sanctuary for Refugees. They should agree:

- the organiser with responsibility for undertaking the **Lead role** on respite days for safeguarding issues raised by volunteers and for referring on concerns for the safety of children or adults at risk.
- the person or persons who will undertake responsibilities as described in the **Designated Safeguarding Person** role below.

[SAFEGUARDING POLICY]

[April2018]

A Designated Safeguarding Person's role is to:

- (a) provide a confidential sounding board if required for the organiser with the **Lead role** to consider the most appropriate course of action to take where there is a safeguarding concern.
- (b) support the Lead to use local procedures appropriately (e.g. for referral, for escalation or dispute resolution)
- (c) Follow up concerns and safeguarding issues referred to the relevant agencies
- (d) Liaise with the Chair of the Committee about safeguarding concerns, including where there are allegations against volunteers; in accordance with local protection policies and procedures.
- (e) Advise on appropriate training provision and dissemination of information for committee members and volunteers

Designated Safeguarding Personnel

Names	Contact details
Dr Aideen Naughton	07989500864

[

[Safeguarding Policy]

[April 2018]

[

[SAFEGUARDING POLICY]

[April2018]
