



Timeless Safeguarding Children's and Vulnerable Adult's Policy

This policy applies to all staff working on behalf of Timeless

The purpose of this policy:

- To protect children and vulnerable adults who receive Timeless services. This includes the family members of the children and adults who use our service
- To provide staff and volunteers with the overarching principles that guide our approach to safeguarding and child and vulnerable adults protection

Timeless believes that every person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and adults and to keep them safe. We are committed to practise in a way that protects them.

Legal Framework:

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely;

- Children Act 1989
- Safeguarding Vulnerable Groups Act 2006
- Care Act 2014
- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Mental Capacity Act 2005
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Management of Health and Safety at Work Regulations 1999
- No secrets: Guidance on developing and implementing multiagency policies and procedures to protect vulnerable adults from abuse – DOH
- Special educational needs and disability (SEND) code of practice: 0 to 25 years – Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities; HM Government 2014
- Information Sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers: HM Government 2015
- Working together to safeguarding children: a guide to inter-agency working to safeguard and promote the welfare of children: HM Government 2015

We recognise that:

- A child is any person under the age of 18
- The welfare of the child is paramount, as enshrined in the Children Act 1989
- Everyone, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young person's welfare
- Some people are additionally vulnerable for a variety of reasons including:

- Impact of previous experiences
- Their level of dependency
- Communication needs
- Learning or physical disability
- Physical or mental health issues, including an addiction to alcohol or drugs
- Reduction in physical or mental capacity
- Is in receiving any form of health or community care
- Accommodation needs
- Are unable to protect themselves against significant harm or exploitation

It is recognised that people who meet one or more of the criteria above may not be vulnerable.

Abuse includes:

- physical abuse: including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint
- sexual abuse: including rape, indecent assault, inappropriate touching, exposure to pornographic material
- psychological or emotional abuse: including belittling, name calling, threats of harm, intimidation, isolation
- financial or material abuse: including stealing, selling assets, fraud, misuse or misappropriation of property, possessions or benefits
- neglect and acts of omission: including withholding the necessities of life such as medication, food or warmth, ignoring medical or physical care needs
- discriminatory abuse: including racist, sexist, that based on a person's disability and other forms of harassment, slurs or similar treatment
- institutional or organisational: including regimented routines and cultures, unsafe practices, lack of person-centred care or treatment

Abuse may be carried out deliberately or unknowingly. Abuse may be a single act or repeated acts.

People who behave abusively come from all backgrounds and walks of life. They may be doctors, nurses, social workers, advocates, staff members, volunteers or others in a position of trust. They may also be relatives, friends, neighbours or people who use the same services as the person experiencing abuse.

We will seek to keep children and vulnerable adult's safe by:

- Valuing them, listening to and respecting them
- Promote and prioritise the safety and wellbeing of children and vulnerable adults
- Adopting child and adult protection and safeguarding practices through procedures and a code of conduct for staff
- Providing effective management for all staff through supervision, support and training
- Ensuring that all staff have the necessary checks, e.g. DBS
- Recording and storing information professionally and securely, and sharing information about safeguarding and good practice with children, their families and staff
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, adults, parents, families and carers appropriately
- Consent may not be required from a parent, carer or child where:
 - Seeking permission is likely to increase risk to children
 - Permission has been refused however sufficient professional concern remains to justify disclosure
 - Seeking permission is likely to impede a criminal investigation
- Ensuring that we provide a safe physical environment for everyone and our staff, by applying health and safety measures in accordance with the law and regulatory guidance

Contact Details and Referral Links:

Timeless safeguarding Leads:

Marcia Banham: Telephone 07856363029

Lorraine Sherratt-Moore: Telephone: 07498846365

	Safeguarding Vulnerable Adult's	Safeguarding Children
Essex	<p>http://www.essexsab.org.uk/professionals/reporting-concerns-setsaf-forms/</p> <p>Email: Socialcaredirect@essex.gov.uk</p> <p>Making a referral/enquiry by telephone: 0345 603 7630</p>	<p>https://www.essexeffectivesupport.org.uk/</p> <p>Telephone: 0345 603 7627</p>
Suffolk	<p>https://secure.suffolkcc.gov.uk/customerservice/csd/SCC/product.aspx?ProductID=SCC_Adult_Safeguard_RF</p> <p>To discuss your referral: please contact the Multi Agency Safeguarding Hub (MASH) Consultation Line on 0345 606 1499</p>	<p>http://www.suffolkscb.org.uk/working-with-children/how-to-make-a-referral/</p> <p>Telephone: 03456 066 167 (emergencies only)</p>

Other numbers of interest:

Samaritans:

Telephone: 116 123

CEOP:

www.ceop.police.uk

NSPCC Helpline:

0808 800 5000

Childline:

0800 1111

We are committed to reviewing our policy and good practice annually, the policy was last reviewed in May 2018

Date of next review: May 2019