



Safeguarding Adults Policy and Procedures

Commitment to Safeguarding

Han Guk Mu Sool™ Peterborough is committed to creating and maintaining a safe and positive environment and accepts our responsibility to safeguard the welfare of all adults involved in martial arts in accordance with the Care Act 2014. This document applies to all individuals involved in Han Guk Mu Sool™ Peterborough.

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Principles

We recognise that all adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment. Our principles include:

- Ensuring that our facility is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development and review
- The rights, dignity and worth of all adults will always be respected
- We recognise that ability and disability can change over time
- We have a responsibility to ensure the safety and well-being of all adults and will act appropriately should concerns arise
- All allegations will be taken seriously and responded to in a timely manner



There are six principles of adult safeguarding (The Care Act 2014), which sets out the following principles that underpin safeguarding of adults:

- Empowerment
- Prevention
- Proportionality
- Protection
- Partnership
- Accountability

The concept of wellbeing is threaded throughout the Care Act and it is one that is relevant to adult safeguarding in sport and activity. Wellbeing is different for each of us, however the Act sets out broad categories that contribute to our sense of wellbeing. By keeping these themes in mind, we can all ensure that adult participants can fully take part in martial arts.

- Personal dignity (including treatment of the individual with respect)
- Physical and mental health and emotional wellbeing
- Protection from abuse and neglect
- Control by the individual over their day-to-day life (including over care and support provided and the way they are provided)
- Participation in work, education, training or recreation
- Social and economic wellbeing
- Domestic, family and personal domains
- Suitability of the individual's living accommodation
- The individual's contribution to society. 5 Reviewed 11th October 2022 3.

Legislation & Statutory Guidance

The practices and procedures within this policy are based on the principles contained within the UK legislation and Government Guidance and have been developed to complement the Safeguarding Adults Boards policy and procedures. They take the following into consideration:

- The Care Act 2014
- The Protection of Freedoms Act 2012
- Domestic Violence, Crime and Victims Act 2012
- The Equality Act 2010
- The Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- Sexual Offences Act 2003
- The Human Rights Act 1998
- The Data Protection Act 2018

Definitions

To assist working through and understanding this policy, several key definitions need to be explained: Adult is anyone aged 18 or over.

Adult at Risk is a person aged 18 or over who: Has needs for care and support; is experiencing, or is at risk of, abuse or neglect; As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

Adult in need of care and support is determined by a range of factors including personal characteristics, factors associated with their situation or environment and social factors. In recent years there has been a shift away from using the term 'vulnerable' to describe adults potentially at risk from harm or abuse. Abuse is a violation of an individual's human and civil rights by another person(s). Adult safeguarding is protecting a person's right to live safely, free from abuse or neglect.

Types of Abuse and Neglect

There are different types and patterns of abuse and neglect and different circumstances in which they may take place. The Care Act 2014 identifies the following as an illustrative guide and is not intended to be exhaustive list as to the sort of behaviour which could give rise to a safeguarding concern.

Self-neglect – this covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

Modern Slavery – encompasses slavery, human trafficking, forced labour and domestic servitude.

Domestic Abuse and Coercive Control – including psychological, physical, sexual, financial and emotional abuse. It also includes so called 'honour' based violence between family members.

Discriminatory Abuse - abuse which centres on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the Equality Act.

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.

Physical Abuse – including hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.

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, to which the adult has not consented or was pressured into consenting.

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.

Neglect – including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition, and heating.

Emotional or Psychological Abuse – this includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

Not included in the Care Act 2014 but also relevant: Cyber Bullying – this occurs when someone repeatedly targets another person online or picks on another person through emails or text messages, or uses online forums with the intention of harming, damaging, humiliating or isolating another person.

Forced Marriage – forced marriage is a term used to describe a marriage in which one or both of the parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties' consent to the assistance of a third party in identifying a spouse. The Anti-social Behaviour, Crime and Policing Act 2014 make it a criminal offence to force someone to marry.

'Mate Crime' – defined by the Safety Net Project as 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual.' Mate Crime is carried out by someone the adult knows and often happens in private.

Radicalisation – the aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause.

Signs and indicators of abuse and neglect

Abuse can take place in any context and by all manner of perpetrator. There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Person has belongings or money going missing.
- Person is not attending / no longer enjoying their sessions.
- Someone losing or gaining weight / an unkempt appearance.
- A change in the behaviour or confidence of a person.
- They may self-harm.
- They may have a fear of a particular group or individual.
- They may disclose their abuse to you or another individual.
- Harassing of a fellow school member.
- Not meeting the needs of the participant. e.g., this could be training without a break.
- A coach intentionally striking a student.
- A student sends unwanted sexually explicit text messages to another student.
- A student threatening another student with physical harm.



How to respond to a disclosure

The following points will be helpful for both you and the adult should they choose to disclose concerns to you:

- Stay calm.
- Listen carefully to what is said and try not to interrupt.
- Remember to make safeguarding personal. Discuss your safeguarding concerns with the adult, obtain their view of what they would like to happen.
- Inform them it's your duty to pass on your concerns to your Safeguarding Lead.
- Allow them to continue at their own pace.
- Ask questions for clarification only and avoid asking questions that suggest an answer.
- Reassure them that they are not to blame and have done the right thing in telling you. If the concern is serious explain that you will need to get support from other trained people to help keep them safe.
- Be aware of the possibility of forensic evidence if the disclosure relates to a recent incident of physical harm or injury and try to protect any supporting materials e.g. clothing.
- Where you are unable to contact your Designated Lead, advice can be sought from statutory agencies or the Local Authority Designated Lead.
- All serious concerns must be referred to statutory agencies.
- Where the concern or allegation is about a member of staff or a volunteer, this must be reported to the Designated Safeguarding Lead.
- If they consider the concern to be serious, they must report the incident to the Peterborough Safeguarding Adults Board or the Police.
- Where a concern is about the school's Lead, then it should be reported to the Han Guk Mu Sool™ Master's Council.

Recording

Should a someone make a disclosure, a record in writing must be made as soon as possible, using their words as closely as possible. Note the date, time, any names mentioned, names and addresses to whom the information was given and who else is aware of the allegation. Describe clearly any visible injury. Take care to distinguish between fact, observation, allegation and opinion. It is important that the information you have is accurate. Recording of any incident, including possible abuse or poor practice incidents, should also follow this procedure. The record should be clear and factual as it may be needed by child or adult protection agencies and may, in the future, be used as evidence in court. Records should be kept securely and shared only with those who need to know about the incident. Throughout the process of any safeguarding cases, accurate records should be made and maintained.

Codes of Conduct and Ethics

This is given to all students and parents as part of their membership pack, updated versions are mailed out to ensure students stay up to date. It is essential these are followed, so that the highest possible standards of behaviour and conduct in Martial Arts activities are maintained. The principles must be adhered to, so that Martial Arts can be enjoyed by all involved.

Our Team

All Instructors are required to undergo a full DBS background check before they are able to interact in such capacity with our students. We do not recruit Instructors externally; all Instructors are Han Guk Mu Sool™ certified Black Belts. All Instructors will be trained, supervised and supported to ensure that they effectively safeguard children and know how to respond to any concerns. We will ensure that training and resources are available to encourage the development of staff and volunteers. This will include training and resources taken directly from NEST and Sport England.

Whistleblowing

It's important that our students and parents have the confidence to come forward to speak or act if they're unhappy with anything. Whistleblowing occurs when a person raises a concern about dangerous or illegal activity, or any wrongdoing within their sports organisation. The NSPCC has a whistleblowing advice line to support professionals who have concerns about how child protection issues are being handled in their own or another organisation.

Grievances

Although we endeavour to provide our members with quality training as well as a friendly and caring environment, we do understand that there may occasionally be issues that arise. We have an open-door policy for grievances and request that you come directly to the school owner to voice them. We do not like problems to persist unspoken or result in the loss of a valuable student. If you ever have a query or concern about our procedures, instruction, or a problem with another member - please come and speak to us immediately and we will attempt to resolve any issue as best we can.

Useful Links

If you have any concerns about a child or vulnerable adult, please contact one of the below. Our Safeguarding Policies are available on our website www.kswpeterborough.co.uk.

Local Authority Safeguarding Leads

Peterborough Council Safeguarding Children advice & reporting service:
<https://www.peterborough.gov.uk/healthcare/safeguarding-children>

Peterborough Council Safeguarding Adults advice & reporting service:
<https://fis.peterborough.gov.uk/kb5/peterborough/directory/site.page?id=MrwsxuLy4Lw>

NSPCC: 0808 800 5000

Childline: 0800 1111 (if you're under 18)

Han Guk Mu Sool™ Peterborough Safeguarding Lead

Connor Graham
07826435944

kswmartialarts.pboro@gmail.com

