



OutdoorLads

Safeguarding Adults at Risk Policy & Procedures

Part 1 – Introduction

Part 2 – Principles

Part 3 – Legislation and Guidance



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Preface

In an activity, environment or a sport, such as ours' the majority of adults are healthy, autonomous individuals who are managing their own safety without issue, and sometimes that of those who they may be coaching, guiding or instructing.

It is recognised that OutdoorLads is not a provider of welfare, health or relief services. OutdoorLads volunteers do not to act as social workers, police or carers for our members and there is no expectation that leaders take on this additional responsibility. This policy expects none of these things. It simply expects that if, or when, you become aware that an adult may be at risk you feel able and supported to raise a concern.

What is expected is that if you do become aware of a situation, you should offer support and, if the adult accepts that offer, then follow the policy outlined below. The exception to this of course is when a crime is being committed or the person is in immediate danger, in which case you should call 999.

So, if you do have concerns about a person...

If you do become aware that abuse or poor practice is taking place, or you suspect abuse or poor practice may be occurring, or you are told about something that may be abuse or poor practice of an adult at risk* – either at an OutdoorLads event, or that relates to the behaviour of OutdoorLads staff, volunteers or members – please follow the procedures outlined in this document and also contact the OutdoorLads Lead Safeguarding Officer, Fergus Brunning: fergus.brunning@OutdoorLads.com

If you do have concerns about an adult who is at risk or is vulnerable, there are a number of things you can do immediately. These are listed below:

1. Firstly, if possible, try speaking to the person you have concerns about and ask them whether they are they happy with what is happening to them or not.
2. If they need further support consult Adult Social Care in the area in which they live (a quick internet search will give you this information).
3. If it is an emergency contact the police. Phone 999 if the person is in immediate danger.
4. Section 7 of this policy has more guidance if you have concerns about someone.

*The adult at risk does not have to be a OutdoorLads member.

1. Introduction

OutdoorLads is committed to creating and maintaining a safe and positive environment and accepts its responsibility to safeguard the welfare of adults involved in Hill walking, Mountaineering, Camping, Hostelling, Climbing, Biking and our other outdoor pursuit activity in accordance with the Care Act 2014. The Care Act is mainly about people who are over 18 in need of care and support, usually from their Local Authority.

OutdoorLads Safeguarding Adults at Risk Policy & Procedures apply to all individuals involved in OutdoorLads activities.

Roles and responsibilities of those within OUTDOORLADS

OutdoorLads is committed to having the following in place:

- 1.1 The Trustee Board will designate a Lead Safeguarding Officer to produce and disseminate guidance and resources to support the policy and procedures.
- 1.2 A clear line of accountability within the organisation for work on promoting the welfare of all adults.
- 1.3 Procedures for dealing with allegations of abuse or poor practice against members of staff and volunteers.
- 1.4 A Steering Group that effectively deals with issues, manages concerns and refers to the OutdoorLads Code of Conduct and Complaints Policy where necessary (i.e. where concerns arise about the behaviour of someone within OutdoorLads).
- 1.5 A Code of Conduct and Complaints Panel will be called as required for a given incident, if appropriate and should a threshold be met.
- 1.6 Advice and best practice for leaders whom had have vulnerable adults attending OutdoorLads events.
- 1.7 Appropriate whistle blowing procedures and an open and inclusive culture that enables safeguarding and equality and diversity issues to be addressed.

2. Principles

The guidance in this document is based on the following principles:

2.1. The six safeguarding principles enshrined within the [Care Act 2014](#):

Principle 1: **Empowerment**

People being supported and encouraged to make their own decisions and informed consent.

Example: *"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."*

Principle 2: **Prevention**

It is better to take action before harm occurs.

Example: *"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."*

Principle 3: **Proportionality**

The least intrusive response appropriate to the risk presented.

Example: *"I am sure that professionals will work in my interest, as I see them, and they will only get involved as much as needed."*

Principle 4: **Protection**

Support and representation for those in the greatest need.

Example: *"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."*

Principle 5: **Partnership**

Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

Example: *"I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."*

Principle 6: **Accountability**

Accountability and transparency in delivering safeguarding.

Example: *"I understand the role of everyone involved in my life and so do they."*

- 2.2. 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.
- 2.3. The safety of our members is paramount to OutdoorLads. There may be times and circumstances where OutdoorLads cannot guarantee the safety of a member on the event and have authority to remove them from that activity for

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the safety of themselves and other members.

- 2.4. OutdoorLads will seek to ensure that our activity is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
- 2.5. The rights, dignity and worth of all adults will always be respected.
- 2.6. We recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs.
- 2.7. We recognise that a disabled adult may or may not identify themselves or be identified as an adult 'at risk'.
- 2.8. We all have a shared responsibility to ensure the safety and well-being of all adults and will act appropriately and report concerns whether these concerns arise within OutdoorLads for example inappropriate behaviour of a coach, or in the wider community.
- 2.9. All allegations will be taken seriously and responded to quickly in line with OutdoorLads Safeguarding Adults At Risk Policy & Procedures.
- 2.10. OutdoorLads recognises the role and responsibilities of the statutory agencies in safeguarding adults and is committed to complying with the procedures of the Local Safeguarding Adults Boards.

3. Guidance and Legislation

The practices and procedures within this policy are based on the principles contained within UK legislation and government guidance and have been developed to complement the Safeguarding Adults Board's policy and procedures, and take the following into consideration:

- Care Act 2014;
 - Protection of Freedoms Act 2012;
 - Domestic Violence, Crime and Victims (Amendment) Act 2012;
 - Equality Act 2010;
 - Safeguarding Vulnerable Groups Act 2006;
 - Mental Capacity Act 2005;
 - Sexual Offences Act 2003;
 - Human Rights Act 1998;
 - Data Protection Act 2018 and the [General Data Protection Regulation](#) (GDPR)
- The above Acts can be found on www.legislation.gov.uk

4. Definitions

To assist with working through and understanding this policy a number of key definitions need to be explained:

- 4.1. **Adult at Risk***: is any adult, who has a need for care or support, long or short term (whether or not any of those needs are being met by authorities), and is experiencing, or is at risk of, abuse or neglect, and as a result of those care or support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

*The Care Act 2014 makes it clear that abuse of adults links to circumstances rather than the characteristics of the people experiencing the harm. Labelling groups of people as inherently 'vulnerable' is seen to be disempowering.

- 4.2. **Abuse**: is a violation of an individual's human and civil rights by another person or persons. See section 5 for further explanations.
- 4.3. **Adult**: is anyone aged 18 or over.
- 4.4. **Adult safeguarding**: is protecting a person's right to live in safety, free from abuse and neglect.
- 4.5. **Capacity**: refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity (MCA 2005).

5. Types of abuse and neglect

This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour or issue which could give rise to a safeguarding concern. The following definitions are taken from the Care Act 2014.

- 5.1. **Self-neglect:** covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings, and includes behaviour such as hoarding. In the OutdoorLads this could be an adult whose appearance becomes unkempt, does not wear suitable kit, shows deterioration in hygiene or doesn't care about themselves.
- 5.2. **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.
- 5.3. **Domestic abuse:** includes psychological, physical, sexual, financial and emotional abuse. It also includes so called 'honour' based violence. Sport participants may notice a power imbalance between a participant and a family member. For example, a participant may be looking quiet and withdrawn when one person comes to collect them from sessions, in contrast to another person whom they greet with a smile.
- 5.4. **Discriminatory:** discrimination is 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. This could be the harassing of a club member because they are or are perceived to be different in some way.
- 5.5. **Organisational abuse:** includes neglect and poor care practice within an institution or setting such as a club for people with learning disabilities or a military training institution, for example, or in relation to groups from a college or training organisation. This may range from one-off incidents to ongoing ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation. In OutdoorLads activities, this could be training without a necessary break or poor treatment of participants by staff.
- 5.6. **Physical abuse:** includes, for example, hitting, pushing, slapping or punching an individual, and the inappropriate use of medication, restraint or inappropriate sanctions.
- 5.7. **Sexual abuse:** includes rape, sexual assault or harassment, indecent exposure, sexual grooming or coercion, 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, e.g. a mentor who puts pressure on a person to be more "friendly" than they are comfortable with, in order to maintain a good training relationship.

- 5.8. **Financial or material abuse:** includes 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. This could be someone taking equipment from an athlete or asking them to pay for things for others.
- 5.9. **Neglect:** includes 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.
- 5.10. **Emotional or Psychological abuse:** 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.

6. Signs and indicators of abuse and neglect

Abuse can take place in any context and by all manner of perpetrator. Abuse may be inflicted by anyone in the organisation who a person comes into contact with; other club members, workers, volunteers or coaches may suspect that a person is being abused or neglected outside of the club setting. There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

- 6.1. Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- 6.2. Person has belongings or money going missing.
- 6.3. Person is not attending / no longer enjoying their sessions.
- 6.4. Someone losing or gaining weight / an unkempt appearance.
- 6.5. A change in the behaviour or confidence of a person.
- 6.6. They may self-harm.
- 6.7. They may have a fear of a particular group or individual.
- 6.8. They may tell you / another person they are being abused – i.e. a disclosure.

7. What to do if you have a concern or someone raises concerns with you

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- 7.1 You may become aware that abuse or poor practice is taking place, or you suspect abuse or poor practice may be occurring, or you may be told about something that may be abuse or poor practice – either within a OutdoorLads event, activity or club; or that relates to the behaviour of OutdoorLads staff, coaches or volunteers – please follow the procedures outlined in this document and also contact the OutdoorLads Lead Safeguarding Officer, Fergus Brunning, or designated OutdoorLads staff member.
- 7.3 If you are concerned someone is in immediate danger, contact the police straight away by dialling 999.
- 7.4 It is important when considering your concern that you also consider the needs and wishes of the person at risk, taking into account the nature of the concern and disclosure – more information on this is given in Appendix 2

8. How to record a disclosure

- 8.1 Make a note of what the person has said using his or her own words as soon as practicable. Complete an Incident Form (see Appendix 1 or website “Governance” section) and submit to the OutdoorLads Lead Safeguarding or designated OutdoorLads Staff member.
- 8.2 As long as it does not increase the risk to the individual, you should explain to them that it is your duty to share your concern with the OutdoorLads Safeguarding Lead.
- 8.3 Describe the circumstances in which the disclosure came about.
- 8.4 Take care to distinguish between fact, observation, allegation and opinion. It is important that the information you have is accurate.
- 8.5 Be mindful of the need to be confidential at all times, this information must only be shared the OutdoorLads safeguarding lead and others on a need to know basis.
- 8.6 Remember, if the matter is urgent and relates to the immediate safety of an adult at risk then contact the police immediately.

