



## Safeguarding Children and Vulnerable Adults Policy

### 1. INTRODUCTION

- 1.1 This policy applies to all Gateshead Hatzola (Hatzola) volunteers and employees and sets out to safeguard and promote the well-being of children, young people and vulnerable adults. It should be read in conjunction with the following documents:

*Working together to Safeguard Children*, March 2018

<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>);

the Gateshead Safeguarding Children Partnership Policies, Procedures and Guidance (<https://www.gatesheadsafeguarding.org.uk/article/9185/LSCB-Policies-procedures-and-guidance>);

Gateshead Safeguarding Adults Board Multi-Agency Policy and Procedures (<https://www.proceduresonline.com/gateshead/adultsg/contents.html#>); and

the Dignity in Gateshead policy ([https://www.gatesheadsafeguarding.org.uk/media/9514/Dignity-Policy/pdf/Dignity\\_in\\_Gateshead\\_Policy\\_2015.pdf?m=636704462959170000](https://www.gatesheadsafeguarding.org.uk/media/9514/Dignity-Policy/pdf/Dignity_in_Gateshead_Policy_2015.pdf?m=636704462959170000))

- 1.2 The purpose of this policy is

- to protect children and young people who receive Hatzola's services. This includes the children of adults who receive our services.
- to protect vulnerable adults who receive Hatzola's services. This includes the family members of people who receive our services.
- to provide volunteers and employees with the overarching principles that guide our approach to safeguarding children and vulnerable adults.

- 1.3 Hatzola believes that a child, young person or vulnerable adult should never experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and vulnerable adults and to keep them safe. We are committed to work in a way that protects them.

- 1.4. Within this policy and procedure, Hatzola adheres to the regulations set by the Care Quality Commission:

- Health and Social Care Act 2008 (Regulated Activities) Regulations 2014: Regulation 13: Safeguarding service users from abuse and improper treatment.

- 1.5 This policy has been approved by the trustees and will be reviewed annually or whenever legislation changes.

### 2. POLICY STATEMENT

- 2.1 Gateshead Hatzola recognises the importance of its services to families, children, young people and adults and its particular responsibilities to safeguard and promote the welfare of those who are vulnerable or at risk. Hatzola responders may be the first service providers to identify possible neglect or abuse of children or vulnerable adults.

This requires us to:

- Listen to, value, encourage and support those we work with

- Promote the freedom and dignity of the person who has or is experiencing abuse
  - Promote the rights of all people to live free from abuse and coercion
  - Ensure the safety and well-being of people who do not have the capacity to decide how they want to respond to abuse that they are experiencing
  - Provide clear internal procedures for identifying and dealing with concerns about possible abuse, and ensure their implementation
  - Provide effective management for volunteers and employees through supervision, support and training
  - Recruit safely, ensuring all necessary checks are made
  - Share information about safeguarding and good practice with children, parents or carers, families and volunteers and employees
  - Develop and maintain effective information sharing with statutory services and other agencies, involve children, parents or carers and families as appropriate
  - Work collaboratively with Gateshead Safeguarding Children Partnership and Safeguarding Adults Board.
- 2.2 Any allegation or concern about abuse must be responded to. Safeguarding and promoting the welfare of children and vulnerable adults is everybody's business although our individual roles in the process may be different.
- 2.3 Any concern for the welfare of a child or a vulnerable adult must be clearly documented and must be discussed with the Designated Safeguarding Lead (DSL) or his deputy and if necessary a trustee without delay, and further action taken following the procedures in Section 5 below.
- 2.4 Hatzola believes that the welfare of children and vulnerable adults is paramount. All people have the right to protection from abuse, regardless of their age, culture, disability, gender, racial origin, language, religious belief or sexual orientation.
- 2.5 Hatzola is aware that some children and adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- 2.6 Hatzola believes that working in partnership as appropriate with children, young people, their parents or carers, vulnerable adults, families and other agencies is essential to promote the welfare of children, young people and vulnerable adults.
- 2.7 A child for the purposes of this policy, as defined by the Children Act 1989 and 2004, is anyone who has not yet reached their 18th birthday.
- 2.8 A vulnerable adult for the purposes of this policy is defined as anyone aged 18 or over who is receiving or may need community care services because of learning, physical or mental disability, age, or illness and who is or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.
- 2.9 All volunteers and employees recruited to work for Hatzola will undergo appropriate checks to ensure that they are suitable and will receive adequate safeguarding training for their post. Those who are responsible for appointing volunteers or employees will be trained in safe recruitment practices. All references will be robustly scrutinised and

where required appropriate checks will be carried out with the Disclosure and Barring Service.

- 2.9 All volunteers and employees will receive appropriate training in safeguarding children and vulnerable adults. Where there are requirements for additional training as part of their role, this will be identified during supervisions and will be provided.

### **3. THE LEGAL AND PROCEDURAL FRAMEWORK FOR SAFEGUARDING CHILDREN**

- 3.1 This policy has been drawn up on the basis of law and guidance that seeks to protect children:

- The Data Protection Act 1998
- The Human Rights Act 1998
- The Children Act 1989
- The United Nations Convention on the Rights of the Child 1991
- The Protection of Children Act 1999
- The Sexual Offences Act 2003
- The Children Act 2004
- The Safeguarding Vulnerable Groups Act 2006
- The Equality Act 2010
- Information Sharing: advice for practitioners providing safeguarding services to children, young people, parents and carers 2015
- Working Together to Safeguard Children: a guide to inter-agency working to safeguard and promote the welfare of children 2018

### **4. THE LEGAL AND PROCEDURAL FRAMEWORK FOR SAFEGUARDING VULNERABLE ADULTS**

- 4.1 This policy has been drawn up on the basis of law and guidance that seeks to protect vulnerable adults:

- The Data Protection Act 1998
- The Human Rights Act 1998
- The Mental Capacity Act 2005
- The Safeguarding Vulnerable Groups Act 2006
- The Health and Social care Act 2008
- The Equality Act 2010
- The Care Act 2014

### **5. PROCEDURES TO BE FOLLOWED IN EVENT OF A CONCERN**

- 5.1 Safeguarding is the responsibility of us all. When dealing with the concerns discussed in this policy, the lines of accountability for responding appropriately apply to all volunteers and employees.

- 5.2 If a responder has a concern for the welfare of a child or a vulnerable adult, all relevant observations must be clearly documented on the patient report form.
- 5.3 Responders must use their discretion as to whether to inform parents or carers or family of their concerns. If there is any possibility that this may lead to further harm to the child or vulnerable adult, they should not be informed.
- 5.4 Volunteers and employees should immediately inform the DSL or his deputy when they have any concerns for the welfare of a child or a vulnerable adult. The DSL may consult with the trustees, the clinical director or the rabbinical authorities of the Gateshead Hebrew Congregation if necessary.
- 5.5 The DSL should contact Gateshead Jewish Family Services or Gateshead Council Children's Services or Adult Social services with details of the concern and follow their advice.
- 5.6 The DSL should notify CQC as soon as possible of the concern and of action taken.
- 5.7 If the situation is urgent, the police should be contacted immediately on 999.
- 5.8 The DSL should maintain clear records of the circumstances giving rise to the concern. These should be dated and should include details of conversations, behaviour or injuries observed and any other relevant information. A clear distinction must be made between fact and opinion. Records should be kept confidential except as required by the investigation.
- 5.9 If a volunteer or employee has concerns about the attitudes and/or behaviours of a Hatzola colleague, they should inform the DSL or his deputy. If the concern is about the DSL, they should inform one of the trustees or the clinical director. If necessary, the Hatzola Whistleblowing Policy should be followed.
- 5.10 It is the responsibility of the trustees to review the Safeguarding Policy and align it with that of the Gateshead Safeguarding Children Partnership and Gateshead Safeguarding Adults Board and to ensure all volunteers and employees are fully aware and informed of the current policy.

## **6. DEFINITIONS OF CHILD ABUSE**

- 6.1 All Hatzola personnel should be aware of the four categories of child abuse:

Physical abuse: a form of abuse which 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 fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse: the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), 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 maltreatment of a child, although it may occur alone.

Sexual abuse: involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect: the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

- 6.2 When reporting a child protection concern, it is not necessary to indicate which category of abuse may be involved.
- 6.3 If a child is present in a household where domestic abuse is suspected, this should be reported as a safeguarding concern, even if there is no suggestion that the child has been a direct target of abuse.

## **7. DEFINITIONS OF ABUSE OF VULNERABLE ADULTS**

- 7.1 All Hatzola personnel should be aware of the definitions of abuse of vulnerable adults.
- 7.2 Abuse is defined as:  
... a violation of an individual's human and civil rights by any other person or persons which results in significant harm. (Department of Health, 2000)
- 7.3 Abuse may be:
  - - a single act or repeated acts;
  - - an act of neglect or a failure to act;
  - - *multiple acts, for example, a vulnerable adult may be neglected and also being financially abused.*
- 7.4 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

7.5 Abuse may be carried out deliberately or unknowingly.

7.6 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.

## **8. AREAS OF CONCERN INVOLVING CRIMINAL ACTIVITY**

- 8.1 Responders should be aware of the following particular areas of concern which involve criminal activity:
- 8.2 COUNTY LINES: The use of children or young people as drug couriers and/or the use of the home of a vulnerable adult as a base for selling drugs ('cuckooing').
- 8.3 SEXUAL EXPLOITATION: Both children and vulnerable adults are vulnerable to sexual exploitation.
- 8.4 MODERN DAY SLAVERY: Both children and vulnerable adults may be trafficked into this country or from different areas within the country and may be forced or coerced into working through debt slavery or threats.
- 8.5 MATE CRIME: Vulnerable adults may be exploited financially or in other ways by people whom they believe to be their friends.
- 8.6 FEMALE GENITAL MUTILATION: Carried out on girls around puberty within certain cultures.
- 8.7 If responders suspect that one of the above may apply, parents, family or carers should not be made aware of any suspicions. The DSL should be informed as a matter of urgency. In an emergency, the police should be called on 999.

## **9. EMERGENCY CONTACT NUMBERS**

Designated Safeguarding Lead: Dovid Katz:

Deputy DSL: Motty Simmonds:

Trustees: S Loebenstein

D Mirwis

M Shein

B Stern

Nominated Individual: M Glickman:

Clinical Director: Dr MS Herscovitz:

Gateshead Council Children's Services: 0191 433 2653 (office hours)  
0191 477 0844 (out of hours)

Gateshead Council Adult Social Care Direct: 0191 433 7033 (24/7)

Gateshead Jewish Family Services: 0191 477 5677

NSPCC Helpline: 0808 800 5000

In an emergency, call the police on 999

Author	M Glickman
Adopted	December 2019 – v1
Revised by M Glickman	August 2021 – v2
Reviewed by Trustees	August 2022
Revised by M Glickman	August 2023 – v3
Review due	August 2024