

Partog Safeguarding Policy and Procedures

1. Introduction

Parenting Together makes a positive contribution to a strong and safe community and recognises the right of every individual to stay safe.

Parenting Together only comes into contact with vulnerable adults through the following activities: Emails, Social Media text messages and phone calls. We never contact anyone under 18 years old.

This policy seeks to ensure that Parenting Together undertakes its responsibilities with regard to protection of children and/or vulnerable adults and will respond to concerns appropriately. The policy establishes a framework to support paid and unpaid staff in their practices and clarifies the organisation's expectations.

2. Confirmation of reading

I confirm that I have been made fully aware of, and understand the contents of, the Safeguarding Policy and Procedures for Parenting Together.

Please complete the details below and return this completed form to INSERT NAME OF PERSON.

Name : _____

Signature: _____

Date: _____

Gerald C. Hannah

MA Social Care and Diversity, BA Youth and Community

Expert Witness and professional risk assessments - Children and young people

3. Legislation The principal pieces of legislation governing this policy are:

- Working together to safeguard Children 2010
- The Children Act 1989
- The Adoption and Children Act 2002
- The Children act 2004
- Safeguarding Vulnerable Groups Act 2006
- Care Standards Act 2000
- Public Interest Disclosure Act 1998
- The Police Act 1997
- Mental Health Act 1983
- NHS and Community Care Act 1990
- Rehabilitation of Offenders Act 1974
- Processing Special categories of personal data and Law Enforcement
- Law Enforcement Data processing

4. Definitions Safeguarding is about embedding practices throughout the organisation to ensure the protection of children and/or vulnerable adults wherever possible. In contrast, child and adult protection is about responding to circumstances that arise.

Abuse is a selfish act of oppression and injustice, exploitation and manipulation of power by those in a position of authority. This can be caused by those inflicting harm or those who fail to act to prevent harm. Abuse is not restricted to any socio-economic group, gender or culture.

It can take a number of forms, including the following:

- Physical abuse
- Sexual abuse
- Emotional abuse
- Bullying
- Neglect
- Financial (or material) abuse

Definition of a child

A child is under the age of 18 (as defined in the United Nations convention on the Rights of a Child).

Definition of Vulnerable Adults

A vulnerable adult is a person aged 18 years or over who may be unable to take care of themselves or protect themselves from harm or from being exploited.

This may include a person who:

- Is elderly and frail
- Has a mental illness including dementia
- Has a physical or sensory disability
- Has a learning disability
- Has a severe physical illness
- Is a substance misuser
- Is homeless

5. Responsibilities All staff (paid or unpaid) have responsibility to follow the guidance provided in this policy and related policies, and to pass on any welfare concerns using the required procedures.

We expect all staff (paid or unpaid) to promote good practice by being an excellent role model, contribute to discussions about safeguarding and to positively involve people in developing safe practices.

Additional specific responsibilities

Trustees have responsibility to ensure ethical conduct in all aspects of our work

Each person's responsibilities are in the appointed job description

6. Implementation Stages

The scope of this Safeguarding Policy is broad ranging and in practice, it will be implemented via a range of policies and procedures within the organisation such as:

Training

Management meetings

Service user Feedback

In-house consultations

7. Safe recruitment

Parenting Together ensures safe recruitment through the processes described CVS and Volunteer Scotland

Keighley Voluntary Services advise or provide Disclosure and Barring Service Gap Management

The organisation commits resources to providing Disclosure and barring service checks on staff (paid or unpaid) whose roles involve contact with children and/or vulnerable adults.

8. Communications training and support for staff

Parenting Together commits resources for induction, training of staff (paid and unpaid), effective communications and support mechanisms in relation to Safeguarding

Induction will include

Procedures and protocols

Case debriefing/discussions

Training, in house and External

All staff who, through their role, are in contact with children and/or vulnerable adults will have access to safeguarding training at an appropriate level.

Monitoring communications and discussion of safeguarding issues will ensure effective communication of safeguarding issues and practice

9. Support

We recognise that involvement in situations where there is risk or actual harm can be stressful for staff concerned. The mechanisms in place to support staff include shared responsibility, counselling and case consultations

10. Professional boundaries

Professional boundaries are what define the limits of a relationship between a support worker and a client. They are a set of standards we agree to uphold that allows this necessary and often close relationship to exist while ensuring the correct detachment is kept in place.

Parenting Together expects staff to protect the professional integrity of themselves and the organisation.

If the professional boundaries and/or policies are breached this could result in disciplinary procedures or enactment of the allegation management procedures.

11. Reporting

The process outlined below details the stages involved in raising and reporting safeguarding concerns at Parenting Together. We have 'Duty of Candour' policy and procedures.

12. Allegations Management

Parenting Together recognises its duty to report concerns or allegations against its staff (paid or unpaid) within the organisation or by a professional from another organisation.

The process for raising and dealing with allegations is as follows:

Enquiry, discussion and then Management / Trustees response

Parenting Together recognises its legal duty to report any concerns about unsafe practice by any of its paid or unpaid staff to the Independent Safeguarding Authority (ISA), according to the ISA referral guidance document.

13. Monitoring

The organisation will monitor all Safeguarding aspects built into the daily routine and procedures:

14. Managing information

Information will be gathered, recorded and stored in accordance with Data Protection, Safeguarding and Confidentiality statutory and ethical processes

All staff must be aware that they have a professional duty to share information with other agencies in order to safeguard children and vulnerable adults. The public interest in safeguarding children and vulnerable adults may override confidentiality interests. However, information will be shared on a need to know basis only, as judged by the Designated Senior Manager.

All staff must be aware that they cannot promise service users or their families/carers that they will keep secrets.

15. Conflict resolution and complaints

Parenting Together aims to resolve professional disagreements in work relating to the safety of children, Escalation Policy and if necessary this will be taken forward to Trustee Management Committee.

Conflicts in respect of safety of vulnerable adults will be taken forward management to the Trustees Management Committee.

16. Communicating and reviewing the policy

Parenting Together will make clients aware of the Safeguarding Policy through the following means of reviews reviewed by Trustees, every year and when there are changes in legislation.

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