

# Nottingham Branch – Association of Ukrainians in Great Britain

## (Nottingham AUGB)

May 2022

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### Protection of Children and Vulnerable Adults Policy

Nottingham AUGB recognises their responsibility for the protection of children and vulnerable adults. This policy and procedures establish the roles and responsibilities of Staff/Volunteers, paid or unpaid in relation to the protection of children, young people and vulnerable adults, this includes anyone with whom their work brings them into contact.

The Policy applies to all elements of the operation of the Nottingham Branch of the AUGB – This includes all the clubs and activities held at the centre and any trips or outings organised by the centre and agreed by the Committee.

The policy will not only protect children and vulnerable adults but will also identify any practices which could be mistakenly interpreted and perhaps lead to false allegations of abuse. The guidelines reflect the principles of relevant legislation and guidance relating to the protection of children and vulnerable adults and determine:-

- The welfare of the child, young person or vulnerable adult is the paramount consideration.
- All children, young persons and vulnerable adults, regardless of age, disability, gender, race or ethnic origin, religious belief or sexual orientation have a right to protection from harm or abuse.

#### **Adult at risk of abuse or neglect**

For the purposes of this policy adult at risk refers to someone over 18 years old who, according to paragraph 42.1 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.
- If someone has care and support needs but is not currently receiving care or support from a health or care service they may still be an adult at risk

#### **Children and young people**

For the purposes of this policy children and young people are defined as those persons aged under 18 years old. This policy will apply to all Staff/Volunteers/volunteers, and contractors will be used to support their work.

“Safeguarding and promoting the welfare of children” is defined in [Working Together to Safeguard Children 2018 \(publishing.service.gov.uk\)](#) as:

- protecting children from maltreatment

- preventing impairment of children’s health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

The Nottingham AUGB Management Committee is responsible for the protection of children and vulnerable adults within Nottingham AUGB and they have designated a Lead Committee Member **Michael Holod** to oversee this on their behalf. This will include ensuring the implementation and monitoring of this policy.

### **Recruitment of Staff/Volunteers**

The management team will ensure that:

- Staff/Volunteers are aware of and understand the importance of implementing this policy and related procedures and code of good practice.
- Staff/Volunteers and people using the service will be made aware that within the field of child and vulnerable adult protection there is no confidentiality, as would normally be expected. Concerns relating to any abuse must be reported as outlined in the procedures.
- Safe recruitment practices are in place including when to obtain a DBS check;

### **Reporting Procedures**

Staff/Volunteers who think a child or vulnerable adult may be at risk of abuse, is being, or has been abused either by a member of Staff/Volunteers, a member of their family or any other person, including another child should immediately report any concerns to the designated person: **Lina Maksymuk 07447497196**

#### **For Children**

The designated person will discuss your concerns with you to clarify their cause and obtain all the known relevant information and then they will follow the protocols and refer to [Safeguarding Children Partnership - Nottingham City Council](#)

In the absence of the designated person and in the event of not being able to talk to them on the telephone, you should report the concerns directly using the City Council Procedures [Worried about a Child - Nottingham City Council](#) and by calling **0115 876 4800** and then inform **Lina Maksymuk 07447497196**, Chairperson or Vice Chairperson as soon as possible. Should the concern relate to one of the above people you should contact the City Council directly. Factual written notes will be kept and will be shared with the relevant services as required in order to support safeguarding the child or vulnerable adult.

#### **For Vulnerable Adults**

The designated person will discuss your concerns with you to clarify their cause and obtain all the known relevant information and then they will follow the protocols and refer to

In the absence of the designated person and in the event of not being able to talk to them on the telephone, you should report the concerns directly using the City Council Procedures [Are You Worried About an Adult - Nottingham City Council](#) and by calling **0300 131 0300** and then inform **Lina Maksymuk 07447497196**, Chairperson or Vice Chairperson as soon as possible. Should the concern relate to one

of the above people you should contact the City Council directly. Factual written notes will be kept and will be shared with the relevant services as required in order to support safeguarding the child or vulnerable adult.

**If a child or vulnerable adult tells you they are being, or have been abused:-**

- Make an immediate report of what the person has said, using their own words.
- Tell them that you will have to inform your manager and the authorities.
- Report to the designated person: [Lina Maksymuk 07447497196](tel:07447497196).

**Abuse of children or vulnerable adult can be:**

- physical (for example hitting, pushing, shaking, misusing medication)
- sexual (for example rape, sexual assault)
- domestic (for example controlling, coercive or threatening behaviour, 'honour' based violence, female genital mutilation, forced marriage)
- emotional or psychological (for example threats of harm or abandonment, humiliation, controlling, intimidation)
- financial or material (for example theft, fraud, misuse, pressure in connection with wills of property or possessions)
- neglectful (for example ignoring medical or physical care needs)
- self-neglectful (for example neglecting to care for one's personal hygiene or health)
- discriminatory (for example abuse based on race, sexuality or a person's disability)
- modern slavery (for example forced labour, debt bondage, sexual exploitation)
- organisational abuse (for example abuse taking place in residential/nursing homes or hospitals).

**Code of Good Practice – Protection of Children and Vulnerable Adults**

- Avoid unobserved situations of one-to-one contact with a child or vulnerable adult. If it is unavoidable, always keep a door open and ensure you are within the hearing of other adults.
- Never invite a child or vulnerable adult to your home without the knowledge and consent of the parents/carers and Management.
- Never offer to take a child or vulnerable adult alone in your own vehicle without the knowledge and consent of the parents/carers and Management.
- If it is necessary to do things of a 'personal' nature for a child or a vulnerable adult, e.g. nappy changing or toileting if they are very young or disabled, ensure these are carried out with the full knowledge of the parents/carers and Management.

- Develop a culture in which Staff/Volunteers feel comfortable enough to point out inappropriate attitudes and behaviours to each other.
- Don't engage in or allow any sexually provocative games involving or observed by children, whether based on talking or touching.
- Never make suggestive remarks or discriminatory comments to a child or vulnerable adult.
- Don't engage in or tolerate any bullying of a child or vulnerable adult, either by adults or other children.
- Don't engage in or tolerate inappropriate physical activity involving children or vulnerable adults.
- Never enter a room where a child or vulnerable adult may be changing their clothing or not by fully dressed without first clearly getting their consent to enter.
- Respect all children and vulnerable adults regardless of their age, gender, ethnicity, disability or sexual orientation.
- Avoid 'favouritism' and singling-out 'troublemakers'.
- Never trivialise abuse.
- Never let allegations by a child or vulnerable adult go unreported, including any made against you.

*If after reading these procedures you are still unsure about your responsibility in protecting and safeguarding Children and Vulnerable adults please arrange further training and support from your manager.*

**Confidentiality**

In operating this policy, Staff/Volunteers must also be aware that, in order to protect children and vulnerable adults, in some circumstances it will be necessary to share what might normally be regarded as confidential information. The following principles should be adhered to :

- Information will only shared on a need to know basis.
- Information will only be shared when it is in the best interests of the service user.
- Confidentiality must not be confused with secrecy.
- Informed consent should be obtained but if this is not possible and other children or vulnerable adults are at risk it may be necessary to override it.

If you would like to discuss this policy or anything in it, please contact **Michael Holod 07931704047** (Committee Member with overall responsibility within Nottingham AUGC )

**REVISION HISTORY**

This policy will be monitored by the Nottingham AUGC Committee on a regular basis for compliance and will be reviewed at least annually.

Date approved or amended	Amendments	Signed
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