



SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY

Policy Statement

This Policy has been drawn up in order to enable SB Security Solutions to:

- Promote good practice and work in a way that can help prevent harm, abuse and coercion occurring.
- Ensure that any allegations or suspicions of abuse are escalated appropriately, and
- to stop that abuse occurring.

This Policy relates to the safeguarding of children and vulnerable adults. It should be acknowledged that SB Security Solutions Ltd primarily deals with adults however there may be some occasions where a safeguarding concern is identified for a child or someone under the age of 18 with whom we come into contact directly or indirectly or who may be with someone who we consider to be vulnerable or potentially a risk to others. It should be assumed that the information within this policy is intended to reflect any safeguarding concern for someone who is vulnerable or at risk and covers both adults and children. SB Security Solutions acknowledges that:

- All children and vulnerable adults have the right to protection from abuse, neglect and exploitation.
- Safeguarding children and vulnerable adults is everybody's responsibility.
- Doing nothing is not acceptable.

Scope, Roles and Responsibilities

Scope

This policy applies to all children and vulnerable adults at any event that SB Security Solutions is the Services Provider.

It supports the safeguarding processes of local authorities in whose areas we work.

The policy and its accompanying procedure and guidelines outline the responsibilities of SB Security Solutions staff in relation to the safeguarding of children and vulnerable adults at our place of work.

The policy recognises that the safeguarding of children and vulnerable adults, who attend where we work, and provide our services, is the responsibility of all staff.



Roles and Responsibilities

It is the responsibility of all staff to support the company's commitment to the safeguarding of children and vulnerable adults and attend training as required. It is the responsibility of the Leadership Team and all managers to ensure compliance and the effectiveness of the procedure accompanying this policy.

Managers are responsible for maintaining, updating and delivering appropriate procedures to deliver policy objectives.

It is the responsibility of managers and all front line staff to ensure that they understand the importance of this policy and related procedures and receive training at induction and in their on-going personal training plan.

This process is now included in the 'SIA Upskilling Badge renewal' protocol for all security officers.

All colleagues working with children or vulnerable adults are responsible for familiarising themselves with this policy and its associated procedures. We have for the past 15 years had in place with our events clients, 'Lost Children and Vulnerable Adult' procedures in place. We work alongside our clients, licensing, partners to enforce the 'vulnerability' of both sexes and the use of drugs, alcohol and welfare issues.

Definitions

Safeguarding is the right of every child and vulnerable individual at any of the events that SB Security Solutions provide services to be protected from any form of abuse. Abuse occurs when the child's or vulnerable adult's rights are not respected.

Abuse is any behaviour towards a person that deliberately or unknowingly causes them harm, endangers life or violates their rights. It includes not only physical, emotional and psychological ill treatment but also neglect (including self-neglect), financial or sexual abuse, and the impairment of physical, intellectual, emotional, social or behavioural development. It concerns the misuse of power, control and /or authority and can be perpetrated by an individual, a group or an organisation.

- **A child is anyone who has not yet reached their 18th birthday.**
- **An adult is anyone aged 18 or above.**

A vulnerable adult is someone of 18 years or over 'who is or may be in need of community care services by reason of mental or other disability, age or illness' and 'who is, or maybe, unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'

Principles

- The welfare of the child or vulnerable adult is the paramount consideration.
- We will not tolerate abuse in any circumstances. Doing nothing is not an option.



- All children and vulnerable adults, regardless of age, disability, gender, racial or ethnic origin, religious beliefs and sexual identity have a right to protection from abuse.
- Adults have the right to be in control of their life, make decisions, be treated with respect and consideration and have their confidentiality respected.

All staff will be aware of, and comply with, local guidelines in relation to reporting concerns about children or vulnerable adults at risk.

- We will report every instance of disclosed or suspected abuse to the appropriate contact in line with each Local Authority safeguarding procedures alerting the police or other emergency services as required. Where appropriate, we will report concerns to the Disclosure Barring Service or the Care Quality Commission.
- We will review new legislation as it arises and continually review our procedures in line with good practice.

Safeguarding Vulnerable Adults

SB Security Solutions recruitment and selection procedure requires references, proof of identity under BS7858 vetting guidelines.

Our employment policies prevent barred persons from being employed in any position that involves working with vulnerable adults. All potential employees have to give a copy of their current DBS form.

SBSS is committed to ensuring that all colleagues working for or on behalf of the business undertake training to gain a basic awareness of signs and symptoms of abuse. SBSS will ensure that the Managers and Supervisors and other colleagues who come into contact with our customers have access to the appropriate level of training around safeguarding children and vulnerable adults for their role.

What is abuse?

“Abuse is a violation of an individual’s human and civil rights by any other person or persons”
(Copied from; No Secrets: Department of Health, 2000).

Abuse includes:

- Physical abuse: including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint, weight loss or gain.
- 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, homophobic, sexist, abuse 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. This also includes observed lack of dignity and respect in the care setting, rigid routine, processes/tasks organised to meet staff needs, disrespectful language and attitudes.
- Abuse may be carried out deliberately or unknowingly and may be a single act or repeated acts.
- Domestic violence: including psychological, physical, sexual, financial, emotional abuse; so called 'honour' based violence. Domestic violence and self-harm need to be considered as possible indicators of abuse and /or contributory factors.
- Self-neglect: covers a wide range of behaviour including neglecting to care for an individual's personal hygiene, health or surroundings.
- People who behave abusively can 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.

How to respond if you suspect abuse:

- Listen to what the person is saying.
- Reassure the person concerned.
- Remain calm and do not show shock or disbelief .
- Tell them that the information will be treated seriously.
- Don't ask detailed or probing questions.
- Don't promise to keep it a secret.
- Record and escalate what you have been told/witnessed as soon as possible.



If you witness abuse or abuse has just taken place the priorities will be:

- To ensure the safety of the individual.
- To call an ambulance if required.
- To call the police if a crime has been committed.
- To keep yourself, your colleagues and customers safe.
- To inform your Manager or Supervisor lead in your organisation.

All situations of abuse or suspected abuse will be discussed with the Manager responsible at the time who will then discuss with our client. The person identifying the concern should also keep their line Manager updated.

If it is appropriate and there is consent from the individual, or there is a good reason to make a referral without consent, such as risk to others, a referral will be made to the appropriate parties by the by the senior Manager at the time.

If the individual experiencing abuse does not have capacity to consent a referral can be made without that person's consent, in their best interests. Any considerations for referral without consent must be fully discussed with the senior Manager and client who will escalate and discuss further with appropriate colleagues, for example, the Data Protection Officer or members of the Senior Management Team.

Where a member of SBSS staff is thought to have committed a criminal offence the police will be informed. If a crime has been witnessed the police should be contacted immediately.

All incidents will be recorded, and our Clients notified and where necessary, the incident will be handed over to them for further investigation and reporting to other agencies.

A handwritten signature in black ink, appearing to read 'Steve Bettsworth', written in a cursive style.

Steve Bettsworth

Managing Director

SB Security Solutions limited