

Safeguarding and Child Protection Policy

Introduction

Bike to the Future is committed to supporting the right of adults, young people and children to be protected from abuse and to making sure all staff, volunteers and participants work together, and act promptly when dealing with allegations or suspicions of abuse.

We think that:

SAFEGUARDING IS EVERYBODY'S BUSINESS - Safeguarding is the responsibility of everyone. We will work together to prevent and minimise abuse. If we have concerns that someone is being abused our loyalty to the vulnerable person comes before anything else – our group, other service users, our colleagues and the person's friends and family.

DOING NOTHING IS NOT AN OPTION - If we know or suspect that a workplace colleague is being abused, we will do something about it and ensure our work is properly recorded.

What is Abuse?

Abuse is a violation of an individual's human and civil rights by any other persons(s) or group of people. Abuse may be single or repeated acts. It can be:

Physical: for example, hitting, slapping, burning, pushing, restraining or giving the wrong medication.

Psychological and emotional: for example, shouting, swearing, frightening, blaming, ignoring or humiliating a person, threats of harm or abandonment, intimidation, verbal abuse.

Financial: including the illegal or unauthorised use of a person's property, money, pension book or other valuables, pressure in connection with wills,

property or inheritance.

Sexual: such as forcing a person to take part in any sexual activity without his or her informed consent – this can occur in any relationship.

Discrimination: including racist or sexist remarks or comments based on a person's disability, age or illness, and other forms of harassment, slurs or similar treatment. This also includes stopping someone from being involved in religious or cultural activity, services or support networks;

Institutional: the collective failure of an organisation to provide an appropriate and professional service to vulnerable people. This includes a failure to ensure the necessary safeguards are in place to protect vulnerable adults and maintain good standards of care in accordance with individual needs, including training of staff, supervision and management, record keeping and liaising with other providers of care.

Neglect and acts of omission: including ignoring medical or physical care needs. These can be deliberate or unintentional, amounting to abuse by a carer or self-neglect by the vulnerable person: for example, where a person is deprived of food, heat, clothing, comfort or essential medication, or failing to provide access to appropriate health or social care services.

Modern Slavery: modern slavery might represent cases of human trafficking, domestic servitude or forced participation as a sex worker.

Concerns about or evidence of abuse can come to us through:

1. A direct disclosure.

It is important here to recognise the concept of Confidentiality. This means that if anyone who is in receipt of a disclosure has a responsibility to pass this suspicion on, within the appropriate channels. There can be no secrets in Safeguarding.

2. A complaint or expression of concern by another member of staff, a volunteer, a participant, a member of the public or relative.
3. An observation of the behaviour of the vulnerable adult by a volunteer, member of staff or participant.

Safeguarding Procedure

You think abuse has or may have occurred. This is what to do:

Act immediately

Make sure the person is safe.

Inform a member of Bike to the Future staff immediately.

This person will record the concern and the identifying details of those concerned. This person will then bring this concern to the attention of Social Services. The phone number for this is: 0845 0544847.

If the allegation concerns a member of the Bike to the Future staff team then phone the Social Services number yourself.

This is what not to do:

Do NOT discuss an allegation of abuse with the alleged perpetrator.

Do NOT disturb or destroy articles that could be used in evidence. Where an assault of some kind is suspected do not wash or bathe the person unless this is associated with first aid treatment necessary to prevent further harm.

It is the responsibility of Bike to the Future staff to ensure allegations or incidents of abuse are dealt with appropriately. This may mean informing the partner agencies, as appropriate.

Information to be recorded, if possible:

The name of the abused

Date of birth and age

Address and telephone number

Nature of abuse

Bike to the Future staff are NOT to act as police or social workers, their role is to record the incident or allegation and pass this on, while ensuring the ongoing welfare of the project participants and volunteers.