

**Youth Shedz**

**Safeguarding Policy**

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**1 Name and Place of Organisation**

Name and Place of Organisation: Youth Shedz CIO (also known as Youth Shedz)

Address: 11 St Margaret’s Drive, Craig y Don, Llandudno, LL30 1YD

Tel No: 07766836067 Email address: [info@youthshedz.com](mailto:info@youthshedz.com)

Charity Number: 1184146

Insurance Company: Aviva

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| Reviewed by  Scott Jenkinson | Approved by  Martin Harrison | Date  7 April 2022 |

**Description of our organisation**

The following is a brief description of our organisation and the type of work / activities we undertake with children / vulnerable adults:

Youth Shedz aims is to develop a programme to reach the most disconnected young people by providing a safe space for young people aged 13+ to explore their identity and develop pro-social relationships, alongside positive role models. A key principle of the project is that there are no criteria to participation which is underpinned by an asset based community development approach.

Each Youth Shed is co-produced by the participants who are supported and facilitated to test out a range of ideas and concepts which in turn help them to build healthier, fulfilling and more stable lives.

Youth Shedz provides a nurturing, safe environment where young people can learn and test a range of both life and employability skills. These range from team working, planning, decision making, digital inclusion, entrepreneurship as well as a range of practical skills such as furniture restoration and woodworking etc.

The project also supports young people to develop resilience, improve confidence and self-esteem, reduce social isolation, promote positive mental health and physical well-being.

Local businesses will contribute time, resources, positive role models/mentors and expertise to the project as part of their corporate social responsibility. Connecting local businesses with their communities will also assist with sustainability.

In parallel the project in time will provide volunteering opportunities for adults that are economically inactive or who have complex barriers to employment. They will be offered training and supported to develop skills as Youth Charter Social Leadership Coaches and in turn will support and mentor young people attending Youth Shedz.

Whilst each Youth Shed will follow a blueprint framework to ensure consistency, health and safety, and quality assurance, the projects and enterprises delivered will differ in each community dependent on the needs and aspirations of its young people.

Partnership working, collaboration and asset-based community development underpin the project. The range of partners involved will vary depending on the needs and aspirations of the participants.

Once suitable premises are secured the young people co produce all stages of the project's development including the planning and design of the premises, refurbishment, decoration, liaising with contractors and suppliers, designing and managing the PR and marketing including the creation of social media and a website.

**Our commitment**

As a Board of Trustees, we recognise the need to provide a safe and caring environment for children, young people and vulnerable adults. We acknowledge that children, young people and vulnerable adults can be the victims of physical, sexual and emotional abuse, and neglect.

We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”.

We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.”

As a Board of Trustees, we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and attached practice guidelines are based on the ten Safe and Secure safeguarding standards published by thirtyone:eight.

**Standard 1: Safeguarding Policy**

**Every organisation open to or likely to have contact with children, young people and vulnerable adults should adopt a formal, working safeguarding policy**

**Standard 2: Developing Safeguarding Awareness Training**

Every organisation in contact with children, young people and vulnerable adults must develop awareness of safeguarding issues and provide appropriate training.

**Standard 3: Safer Recruitment**

Every organisation open to children, young people and vulnerable adults should adopt a formal recruitment policy for all workers, both paid and voluntary.

**Standard 4: Management of Workers**

In every organisation that is open to, or where services are provided for, children, young people and vulnerable adults, all workers, paid and voluntary, should be appropriately managed, supervised and supported.

**Standard 5: Working Safely**

All organisations involved with children, young people or vulnerable adults must ensure they adopt safe working practice in every area

**Standard 6: Communicating Effectively**

The organisation should ensure that all those involved with children, young people and vulnerable adults know how to communicate effectively and relate to those with whom they come in contact.

**Standard 7: Responding to Concerns**

Every organisation that is in contact with, or provides services for children, young people or vulnerable adults must be able to respond appropriately to concerns or allegations of abuse.

**Standard 8: Pastoral Care**

Every organisation that is open to, or provides activities for children, young people and adults, should ensure pastoral care and support is available to all those affected by abuse.

**Standard 9: Managing those who pose a Risk**

Organisations must have strategies in place to supervise and manage individuals who pose a risk to, have committed, or been accused of, sexual or other crimes against children, young people and adults

**Standard 10: Working in Partnership**

Organisations involved with children, young people and vulnerable adults in specialised areas, culturally diverse settings or through partner organisations or agencies must ensure appropriate safeguarding policies and procedures are in place.

**The Board of Trustees undertakes to:**

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.

- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.

- ensure that the premises meet the requirements of the Disability Discrimination Act 1995 and all other relevant legislation, and that it is welcoming and inclusive.

- support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and vulnerable adults.

- file a copy of the policy and practice guidelines with thirtyone:eight and any amendments subsequently published. The Board of Trustees agrees not to allow the document to be copied by other organisations.

**2 Recognising and responding appropriately**

**to an allegation or suspicion of abuse**

**Understanding abuse and neglect**

Defining child abuse or abuse against a vulnerable adult is a difficult and complex issue. A person may abuse by inflicting harm, or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or vulnerable adult.

In order to safeguard those in our places of work and organisation we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19 which states:

1 States Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.

2 Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.

Also, for adults the UN Universal Declaration of Human Rights with particular reference to Article 5 which states:

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

Detailed definitions, and signs and symptoms of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

**Safeguarding awareness**

The Board of Trustees is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. **All our workers will receive induction training and undertake recognised safeguarding training on a regular basis.**

Workers will attend a Facing the Unthinkable seminar run by thirtyone:eight or attend appropriate Safeguarding training provided as part of their induction.

The Board of Trustees will also ensure that children and vulnerable adults are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

**RESPONDING TO ALLEGATIONS OF ABUSE**

Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse. Following procedures as below:

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to Scott Jenkinson (hereafter the "Safeguarding Co-ordinator") tel Mob: 07766 836067 who is nominated by the Board of Trustees to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

- In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to Martin Harrison hereafter the "Deputy ") tel no: 01492 530306 / 07779981230. If the suspicions implicate both the Safeguarding Co-ordinator and the Deputy, then the report should be made in the first instance to the thirtyone:eight, PO Box 133, Swanley, Kent, BR8 7UQ. Telephone 0303 003 1111. Alternatively contact Social Services or the police.

- Where the concern is about a child the Safeguarding Co-ordinator should contact Children’s Social Services. Where the concern is regarding an adult in need of protection contact Adult Social Services or take advice from thirtyone:eight as above.

The Conwy Social Services (Children) office telephone number (office hours) is 01492 575111

The out of hours emergency number is 0300 123 3079

The Conwy Social Services (Adult) office telephone number (office hours) is 01492 576333

The out of hours emergency number is 01492 515777

The Police Child Protection Team telephone number is 0300 330 0101 or 999 in emergencies

- Where required the Safeguarding Co-ordinator should then immediately inform the insurance company and other strategic personnel.

- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.

- Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Services, the Police or taking advice from thirtyone:eight.

- The Board of Trustees will support the Safeguarding Co-ordinator/Deputy in their role, and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.

- It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from thirtyone:eight, although the Board of Trustees hope that members of the place of worship / organisation will use this procedure.

If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral they are free to contact an outside agency direct.

We hope by making this statement that the Board of Trustees demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the safeguarding co-ordinator/ deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

**Detailed procedures where there is a concern about a child:**

**ALLEGATIONS OF PHYSICAL INJURY, NEGLECT OR EMOTIONAL ABUSE**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children’s Social Services (or thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.

- Not tell the parents or carers unless advised to do so, having contacted Children’s Social Services.

- Seek medical help if needed urgently, informing the doctor of any suspicions.

- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm.

- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children’s Social Services direct for advice.

- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children’s Social Services.

**ALLEGATIONS OF SEXUAL ABUSE**

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact the Children’s Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.

- Seek and follow the advice given by thirtyone:eight if, for any reason they are unsure whether or not to contact Children’s Social Services/Police. thirtyone:eight will confirm its advice in writing for future reference.

**The following procedure will be followed where there is a concern that an adult is in need of protection:**

**SUSPICIONS OR ALLEGATIONS OF PHYSICAL OR SEXUAL ABUSE**

If a vulnerable adult has a physical injury or symptom of sexual abuse the Safeguarding Co-ordinator / Deputy will:

- Discuss any concerns with the individual themselves giving due regard to their autonomy, privacy and rights to lead an independent life.

- If the vulnerable adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

- For advice contact the Adult Social Care Vulnerable Adults Team who have responsibility under Section 47 of the NHS and Community Care Act 1990 and government guidance, ‘No Secrets’, to investigate allegations of abuse. Alternatively, thirtyone:eight can be contacted for advice.

**ALLEGATIONS OF ABUSE AGAINST A PERSON WHO WORKS WITH CHILDREN**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will need to liaise with Children’s Social Services in regard to the suspension of the worker, while also making a referral to a Safeguarding Adviser (SA) / Local Authority Designated Officer (LADO).

**3 Prevention**

**Safe recruitment**

The Board of Trustees will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

There is a written job description / person specification for the post

Those applying have completed an application form and a self-declaration form

Those short listed have been interviewed

Safeguarding has been discussed at interview

Written references have been obtained, and followed up where appropriate

A disclosure and barring check have been completed (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)

Qualifications where relevant have been verified

A suitable training programme is provided for the successful applicant

The applicant has completed a probationary period

The applicant has been given a copy of the organisation’s safeguarding policy and knows how to report concerns.

**Management of Workers - Codes of Conduct**

As a Board of Trustees, we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a code of conduct towards children, young people and vulnerable adults.

The Board of Trustees undertakes to follow the principles found within the ‘Abuse of Trust ‘guidance issued by the Home Office and it is therefore unacceptable for those in a position of trust to engage in any behaviour which might allow a sexual relationship to develop for as long as the relationship of trust continues.

**4 Pastoral Care**

**Supporting those affected by abuse**

The Board of Trustees is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the place of work / organisation.

**Working with offenders**

When someone attending the place of work / organisation is known to have abused children, or is known to be a risk to vulnerable adults the Board of Trustees will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and vulnerable adults, set boundaries for that person who they will be expected to keep.

**5 Practice Guidelines**

As an organisation / place of work working with children, young people and vulnerable adults we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false accusation.

As well as a general code of conduct for workers we also have specific good practice guidelines for every activity we are involved in and these are in Appendix 6 or will be developed for individual activities

**Working in Partnership**

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and vulnerable adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have clear guidelines in regard to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and have a partnership agreement for safeguarding. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets thirtyone:eight safeguarding standards.

Good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and vulnerable adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

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**Board of Trustees Safeguarding Statement**

The Board of Trustees recognises the importance of its work with children and young people and adults in need of protection and its responsibility to protect everyone entrusted to our care.

The following statement was reviewed and agreed by the Youth Shedz Board of Trustees on 20 November 2018

Youth Shedz is committed to the safeguarding of children and vulnerable adults and ensuring their well-being. Specifically:

- We recognise that we all have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.

- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.

- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.

- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of vulnerable adults and to report any such abuse that we discover or suspect.

- We recognise the personal dignity and rights of vulnerable adults and will ensure all our policies and procedures reflect this.

- We believe all adults should enjoy and have access to every aspect of the life of the place of work/organisation unless they pose a risk to the safety of those we serve.

- We undertake to exercise proper care in the appointment and selection of all those who will work with children and vulnerable adults.

**We are committed to:**

- Following the requirements for UK legislation in relation to safeguarding children and vulnerable adults and good practice recommendations.

- Respecting the rights of children as described in the UN Convention on the Rights of the Child.

- Implementing the requirements of legislation in regard to people with disabilities.

- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.

- Keeping up to date with national and local developments relating to safeguarding.

- Following any denominational or organisational guidelines in relation to safeguarding children and adults in need of protection.

- Supporting the safeguarding co-ordinator/s in their work and in any action, they may need to take in order to protect children/vulnerable adults.

- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of work/organisation.

- Supporting parents and families

- Nurturing, protecting and safeguarding of children and young people

- Supporting, resourcing, training, monitoring and providing supervision to all those who undertake this work.

- Supporting all in the place of work/organisation affected by abuse.

- Adopting and following the ‘Safe and Secure’ safeguarding standards developed by the Churches’ Child Protection Advisory Service.

**We recognise:**

- Children’s Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child.

- Adult Social Care (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a vulnerable adult.

- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.

- Where working outside of the UK, concerns will be reported to the appropriate agencies in the country in which we operate, and their procedures followed, and in addition we will report concerns to our agency’s headquarters.

- Safeguarding is everyone’s responsibility.

**We will review this statement and our policy and procedures annually.**

If you have any concerns for a child or vulnerable adult then speak to one of the following who have been approved as safeguarding co-ordinators for this place of work/organisation.

- Scott Jenkinson

Child Safeguarding Coordinator / Adult Safeguarding Coordinator

- Martin Harrison

Deputy Child Safeguarding Coordinator / Deputy Adult Safeguarding Coordinator

A copy of the full policy and procedures is available in the offices at 11 St Margaret’s Drive, Craig y Don, Llandudno, LL30 1YD

A copy of our safeguarding policy has been lodged with thirtyone:eight.

Signed by Board of Trustees

Signed

Martin Harrison Peter Caldwell Anthony Jeremy

Date 20 November 2018

**Statutory Definitions of Abuse (Children)**

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm.

Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by a stranger. They may be abused by an adult or adults or another child or children.

Child protection legislation throughout the UK is based on the United Nations Convention on the Rights of the Child. Each nation within the UK has incorporated the convention within its legislation and guidance.

**WALES**

The following definitions of child abuse are recommended as criteria throughout Wales by the Department of Health, Department for Education and Skills and the Home Office in their joint document, Working Together to Safeguard and Promote the Welfare of Children (2000).

**Physical Abuse**

Physical abuse 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 feigns the symptoms of, or deliberately causes ill health to a child whom they are looking after. This is commonly described using terms such as 'factitious illness by proxy' or 'Munchausen Syndrome by proxy'.

**Emotional Abuse**

Emotional abuse is the persistent emotional ill-treatment of a child such as to cause severe and continuous adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate or valued only so far as they meet the needs of another person.

 It may feature age or developmentally inappropriate expectations being imposed on children.  It may involve causing children to feel frightened or in danger, or the exploitation or corruption of children.  Some level of emotional abuse is involved in all types of ill-treatment of a child, though it may occur alone.

**Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

**Neglect**

Neglect is 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. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

\*Sexual activity involving a child who is capable of giving informed consent on a matter, while illegal, may not necessarily constitute sexual abuse as defined for the purposes of this guide.

One example, which would fall into this category is a sexual relationship between a 16 year old and her 18 year old boyfriend. The decision to initiate child protection action in such cases is a matter for professional judgement and each case should be considered individually. The criminal aspects will, of course, be dealt with by the police.

**Statutory Definitions of Abuse (Vulnerable Adults)**

The following definition of abuse is laid down in ‘No Secrets: Guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse (Department of Health 2000)’:

‘Abuse is a violation of an individual’s human and civil rights by any other person or persons. In giving substance to that statement, however, consideration needs to be given to a number of factors:

Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it’.

**Physical Abuse**

This is the infliction of pain or physical injury, which is either caused deliberately, or through lack of care.

**Sexual Abuse**

This is the involvement in sexual activities to which the person has not consented or does not truly comprehend and so cannot give informed consent, or where the other party is in a position of trust, power or authority and uses this to override or overcome lack of consent.

**Psychological or Emotional Abuse**

These are acts or behaviour, which cause mental distress or anguish or negates the wishes of the vulnerable adult. It is also behaviour that has a harmful effect on the vulnerable adult’s emotional health and development or any other form of mental cruelty.

**Financial or Material Abuse**

This is the inappropriate use, misappropriation, embezzlement or theft of money, property or possessions

**Neglect or Act of Omission**

This is the repeated deprivation of assistance that the vulnerable adult needs for important activities of daily living, including the failure to intervene in behaviour which is dangerous to the vulnerable adult or to others. A vulnerable person may be suffering from neglect when their general wellbeing or development is impaired

**Discriminatory Abuse**

This is the inappropriate treatment of a vulnerable adult because of their age, gender, race, religion, cultural background, sexuality, disability etc. Discriminatory abuse exists when values, beliefs or culture result in a misuse of power that denies opportunity to some groups or individuals. Discriminatory abuse links to all other forms of abuse.

**Institutional Abuse**

This is the mistreatment or abuse of a vulnerable adult by a regime or individuals within an institution (e.g. hospital or care home) or in the community. It can be through repeated acts of poor or inadequate care and neglect or poor professional practice.

**Signs of Possible Abuse (children & young people)**

The following signs could be indicators that abuse has taken place but should be considered in context of the child’s whole life.

**Physical**

- Injuries not consistent with the explanation given for them

- Injuries that occur in places not normally exposed to falls, rough games, etc

- Injuries that have not received medical attention

- Reluctance to change for, or participate in, games or swimming

- Repeated urinary infections or unexplained tummy pains

- Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation\*

- Cuts/scratches/substance abuse\*

**Sexual**

- Any allegations made concerning sexual abuse

- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour

- Age-inappropriate sexual activity through words, play or drawing

- Child who is sexually provocative or seductive with adults

- Inappropriate bed-sharing arrangements at home

- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations

- Eating disorders - anorexia, bulimia\*

**Emotional**

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging.

- Depression, aggression, extreme anxiety.

- Nervousness, frozen watchfulness

- Obsessions or phobias

- Sudden under-achievement or lack of concentration

- Inappropriate relationships with peers and/or adults

- Attention-seeking behaviour

- Persistent tiredness

- Running away/stealing/lying

**Neglect**

- Under nourishment, failure to grow, constant hunger, stealing or gorging food, Untreated illnesses,

- Inadequate care, etc

\*These indicate the possibility that a child or young person is self-harming.

Approximately 20,000 are treated in accident and emergency departments in the UK each year

**Signs of Possible Abuse (vulnerable adults)**

**Physical**

- A history of unexplained falls, fractures, bruises, burns, minor injuries

- Signs of under or over use of medication and/or medical problems unattended

**Sexual**

- Pregnancy in a woman who is unable to consent to sexual intercourse

- Unexplained change in behaviour or sexually implicit/explicit behaviour

- Torn, stained or bloody underwear and/or unusual difficulty in walking or sitting

- Infections or sexually transmitted diseases

- Full or partial disclosure or hints of sexual abuse

- Self-harming

**Psychological**

- Alteration in psychological state e.g. withdrawn, agitated, anxious, tearful

- Intimidated or subdued in the presence of the carer

- Fearful, flinching or frightened of making choices or expressing wishes

- Unexplained paranoia

**Financial or Material**

- Disparity between assets and living conditions

- Unexplained withdrawals from accounts or disappearance of financial documents

- Sudden inability to pay bills

- Carers or professionals fail to account for expenses incurred on a person’s behalf

- Recent changes of deeds or title to property

**Neglect or Omission**

- Malnutrition, weight loss and /or persistent hunger

- Poor physical condition, poor hygiene, varicose ulcers, pressure sores

- Being left in wet clothing or bedding and/or clothing in a poor condition

- Failure to access appropriate health, educational services or social care

- No callers or visitors

**Discriminatory**

- Inappropriate remarks, comments or lack of respect

- Poor quality or avoidance of care

**Institutional**

- Lack of flexibility or choice over meals, bedtimes, visitors, phone calls etc

- Inadequate medical care and misuse of medication

- Inappropriate use of restraint

- Sensory deprivation e.g. denial of use of spectacles or hearing aids

- Missing documents and/or absence of individual care plans

- Public discussion of private matter

- Lack of opportunity for social, educational or recreational activity

**Effective Listening**

Ensure the physical environment is welcoming, giving opportunity for the child or vulnerable adult to talk in private but making sure others are aware the conversation is taking place.

- It is especially important to allow time and space for the person to talk

- Above everything else listen without interrupting

- Be attentive and look at them whilst they are speaking

- Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used

- Try to remain calm, even if on the inside you are feeling something different

- Be honest and don’t make promises you can’t keep regarding confidentiality

- If they decide not to tell you after all, accept their decision but let them know that you are always ready to listen.

- Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language, Braille etc.

**HELPFUL RESPONSES**

- You have done the right thing in telling

- I am glad you have told me

- I will try to help you

**DON'T SAY**

- Why didn't you tell anyone before?

- I can't believe it!

- Are you sure this is true?

- Why?  How?  When?  Who?  Where?

- I am shocked, don't tell anyone else

**WALES: A Code of Practice for Safeguarding the Welfare of Children in Voluntary and Community Organisations (Welsh Assembly 2007)**

Summary of Guidelines

1. All staff (whether paid, unpaid, full time or part time) volunteers and applicants for any position involving contact with children, should be subject to the principles of best recruitment and retention practice.

2. Gain at least two written references from persons who have experience of the applicant's work or volunteering with children. Preferably references from the last employer and from any previous employer where the individual worked with children.

3. Explore all applicants' experience of working or contact with children in an interview before appointment.

4. Make all appointments conditional on the successful completion of a probationary period.

5. Adopt a policy statement on safeguarding and promoting the welfare of children.

6. Train all staff and volunteers, their line managers or supervisors, and policy makers in child protection.

7. Apply agreed procedures for protecting children to all staff and volunteers.

8. Give all staff and volunteers clear roles and job descriptions.

9. Plan the work of the organisation so as to minimise situations where the abuse of children may occur.

10. Use supervision as a means of protecting children

11. Issue guidelines on how to deal with the disclosure or discovery of abuse.

12. Introduce a system whereby children may talk with an independent person

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Priority Here

**We are committed to following National and Local guidelines on safeguarding children and vulnerable adults and good working practice, including safe recruitment of workers and volunteers.**

We work to a formal safeguarding policy and it can be seen on request from Youth Shedz Cymru.

If you have any concerns regarding the safety or welfare of a child you can speak to Scott or Sian Jenkinson, or any of our trustees or our staff.

If you have any concerns regarding the safety or welfare of a vulnerable adult you can speak to Scott or Sian Jenkinson, or any of our trustees or our staff.

They have been appointed by Youth Shedz to respond to any safeguarding concerns.



Martin Harrison

Chairman, Youth Shedz Board of Trustees 7 April 2022

**Useful Contacts:**

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| Thirtyone:Eight 0303 003 1111  Childline ( or children) 0800 1111  NSPCC 0808 800 5000  [Homepage - UK Safer Internet Centre](https://saferinternet.org.uk/) | Action in Elder Abuse 0800 0699 784  Child Internet Safety [www.childnet.com](http://www.childnet.com/)  Internet Safety www.internetmatters.org  CEOP ceop.police.uk  NAPAC 0808 801 0331 |