



BRADFORD CURRY PROJECT

SAFEGUARDING POLICY (Last updated September 2011)

Bradford Curry Project, as a multi-faith, multi-cultural charitable organisation, acknowledges that adults and children in need of safeguarding have the right to live their lives free from abuse of any description. The Project will take whatever steps it can to reduce the risks of abuse and to take action where abuse is suspected or alleged in order to best ensure that people who use the service and volunteers supporting it do not experience or perpetrate intimidation and/or abuse.

As part of considering the risks involved, the Project has determined that no child or young person under the age of sixteen should be allowed to attend the service in person or be engaged as a volunteer. If an adult attends the service with someone under the age of sixteen, volunteers should offer to provide food in a take away form in order to ensure that the person(s) under sixteen in need are provided with food.

Definition: ABUSE is defined as:

A violation of an individual's human and civil rights by any other person or persons. Abuse may consist of a single or of repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or 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 subject to it. Abuse may be perpetrated as the result of deliberate intent, negligence or ignorance.

Definition: SIGNIFICANT HARM should be taken to include:

Ill treatment, including sexual abuse and forms of ill treatment which are not physical, the impairment of, or an avoidable deterioration in, physical or mental health, and the impairment of physical, intellectual, emotional, social or behavioural development.



Bradford Curry Project acknowledges its responsibility to have in force a policy on Safeguarding and will seek to ensure that all its Volunteers are aware of this policy and the expectation placed on each to behave to safeguard all who use our service and our Volunteers. We also acknowledge that we have a public liability responsibility to safeguard those who use our service.

All Adults in need of safeguarding have the right to live their lives free from abuse of any description. All adults using the Curry project therefore should be able to do so free from abuse. Where abuse is reported to a volunteer or suspected by a volunteer this should be acted upon. Our overriding consideration at all times must be the protection of adults needing safeguarding. Our core responsibility is to ensure that all our volunteers are aware of this policy and of what is expected of them if any suspect that someone attending the Project is experiencing abuse.

Where abuse is suspected volunteers should:

- Make sure no one is in immediate danger
- Call for Police/Ambulance if an emergency situation (See separate Policy on Contacting Emergency Services)
- Remain calm / do not overreact or be judgemental
- If abuse is present do not do anything that could disturb any forensic evidence
- Record the details of what happened (you may be required to give evidence if you witnessed something)

Volunteers responsibility is to be prepared to act where abuse is witnessed or suspected and where appropriate to contact the Police (in circumstances where the person is in immediate danger and/or a crime has been committed), or the Local Authority Adult Protection Service (in circumstances where there is a view that significant harm will continue to be experienced by the individual). Volunteers need to recognise that the alleged victim may not wish a particular incident or disclosure to be further investigated or reported to the Police. Where this is the case the situation should be discussed with the Chair of the Management Committee and/or the Designated Safeguarding Lead on



the Management Committee at the earliest opportunity. Any allegations involving the conduct of a volunteer must be investigated, including involving the Police where necessary, regardless of the wishes of the alleged victim.

ACTION TAKEN BY VOLUNTEERS SHOULD:

- Take the matter seriously
- Be timely, sensitive and maintain confidentiality as appropriate to each situation
- Promote human rights and every citizen's access to the law
- Support the rights of individuals by respecting self-determination and informed choice
- Acknowledge risk as an integral part of choice and decision making. Consider whether action is needed to minimise any identified risk
- Seek to provide or negotiate solutions that are as simple and practical as possible and aim to prevent the risk of abuse recurring
- Be sensitive to every individual's identity including culture, beliefs, ethnic background, gender, disability, age and sexuality
- As far as possible all/any action taken must be with the knowledge and consent of the individual concerned
- Where the person is deemed to be in immediate danger contact the emergency services (Police)
- Where the person is considered to be at risk of continuing significant harm the concern should be highlighted to the Local Authority Adult Protection Service at the earliest opportunity (Out of hours telephone number: 01274 431010)
- Provide a written record of what happened and what action was taken and which other volunteers were involved / were aware of the action taken
- Ensure that a member of the management committee is aware of the incident and of the action taken at the earliest opportunity

Any decision regarding whether to report the matter to the Police should be discussed with great care with the alleged victim.



If the Police or Local Authority are to be alerted volunteers should seek to ensure that they have the following information:

- Details of the person raising the alert
- Reason for concern
- Date / Time / Location of any incident
- Description of any act witnessed or detailed by the alleged victim
- Details of any possible witnesses
- Details of any possible evidence
- Details of the alleged victim
- Details of the alleged perpetrator (if known)
(if the alleged perpetrator is another volunteer, details of what actions have been taken prior to the referral)

We also acknowledge within this Policy that we have a responsibility to ensure that none of our volunteers experience abuse either from those who use the service or from other volunteers.

Finally we have a responsibility to ensure that none of our volunteers use their position/role to abuse other volunteers and/or those vulnerable people who use the service. Any volunteer suspected of such behaviour should be immediately suspended from any further volunteering activity until the allegations have been fully investigated. (See separate Policy on Harrassment and Discrimination for the practical steps that should be taken in relation to the suspension of a volunteer)

n.b. This Policy should be read and understood in conjunction with the Project's Equal Opportunities Policy and the Project's Harassment and Discrimination policy

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