



# Safeguarding Policy Adults

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## **Executive Summary**

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Chelmsford Karate are committed to upholding the very best standards of safeguarding for all its members and staff. This document forms part of the clubs safeguarding policies and procedures.

### **Purpose of This Document**

This document details the steps that must be taken to create a safe and welcoming environment in Karate and for recognising and responding to concerns.

## Policy Statement

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It is a fundamental human right to be safe from harm and abuse, and Chelmsford Karate believe it is important to raise awareness of individuals in Karate who may be at risk. Chelmsford Karate Club will not tolerate abuse. Chelmsford Karate Club is committed to providing a welcoming environment, activity and interest to all members of the community who wish to take part. One Game, Chelmsford Karate Club Inclusion and Diversity Strategy expresses our commitment to inclusion and to the celebration of diversity in our game. Karate can play an important part in the lives of adults, including adults who are considered 'vulnerable' or 'at risk'.

As well as welcoming different people into the game, Chelmsford Karate Club is committed to supporting people's involvement, making reasonable adaptations where necessary and working in as flexible manner as possible. Some individuals may also need to be protected at some times, this Adult Safeguarding policy therefore sits within a framework of 'welcome, support and protection' for adults in Karate. The provision of a safe and welcoming environment for all, where people of all backgrounds, abilities and needs are welcomed, and reasonable adaptations are made to allow them to take part, will create a culture where poor practice will be apparent to all, and where abusive behaviours would be unacceptable to all. Chelmsford Karate Club will not tolerate the abuse of 'adults at risk' in any of its forms. This policy and procedure provide the framework for acting when abuse may be taking place, whether this is within Karate or outside of the game.

Chelmsford Karate Club is committed to:

- 1) Welcoming people into the sport and providing a positive experience that is genuinely inclusive making adaptations in a flexible manner to allow people of different ability, disability and/or impairment to have positive experiences of Karate taking action to protect adults involved in Karate that may be at risk seeking ways to improve the safety and well-being of all 'adults at risk' who take part in Karate emphasising that everyone in Karate has a responsibility to ensure the safety and well-being of all 'adults at risk' who take part.
- 2) Recognising that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs; recognising that a disabled adult may or may not be identified as an 'adult at risk'; improving outcomes for 'adults at risk' by adhering to current legislation that supports the safeguarding of adults and providing support and advice to everyone involved in Karate at all levels.

#### Chelmsford Karate Club Will:

- Manage its services in a way which minimises the risk of abuse occurring.
- Support 'adults at risk' who are experiencing or have experienced abuse.
- Work with 'adults at risk' and other agencies to tackle any abuse that may occur.
- Continually seeks ways to improve the safety and well-being of all 'adults at risk' who take part in Karate.
- Ensure that relevant staff and volunteers have access to and are familiar with this Safeguarding Adult policy and procedure and their responsibilities within it.
- Ensure concerns or allegations of abuse are always taken seriously.
- Ensure that referrals are made to the appropriate authorities in a timely manner.
- Ensure appropriate guidance and training in relation to safeguarding adults is made available to staff and volunteers.
- Ensure that participants in Karate, their relatives and/or informal carers have access to information about how to report concerns or allegations of abuse.
- Ensure that the Safeguarding Team and the Inclusion and Diversity team provide support and advice.
- Ensure there is a named lead person to promote safeguarding awareness and practice within the organisation.

The Safeguarding Adults policy has been developed to ensure that procedures are in place to protect adults, including those at risk, so that they are safe from harm and have an enjoyable Karate experience. It provides information about ways to successfully engage adults in Karate. It confirms that the abuse of anyone will not be tolerated in Karate, and where possible abuse involves an 'adult at risk', this policy and procedure provides the framework for action.

This policy states that it is everyone's responsibility to ensure the safety and well-being of all participants.

## What is Adult Safeguarding

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The official definition of “Adult safeguarding” is working with adults with care and support needs to keep them safe from abuse or neglect. It is an important part of what many public services do, and a key responsibility of local authorities (Care Act 2014).

The safeguarding duties apply to an adult who:

- Has needs for care and support (whether or not the local authority is meeting any of those needs).
- Is experiencing, or is at risk of, abuse or neglect.
- Is unable to protect themselves from either the risk of, or the experience of, abuse or neglect, as a result of those care and support needs.

Adults who fulfil these criteria are ‘adults at risk’.

People can have a need for care and support for a variety of reasons – for example they may have a learning disability, a physical disability, a chronic health condition or have a mental health issue. Such conditions may bring with them additional vulnerabilities, however having care and support needs does not mean that people are automatically adults at risk and need safeguarding.

Safeguarding adults is underpinned by:

- The Care Act 2014
- Mental Capacity Act (MCA) 2005

## Who is an 'adult at risk'?

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By 'adults at risk' we are referring to people aged 18 or over who have health or social care needs\* (irrespective of whether these needs are being met by health or social care services) and are unable to safeguard themselves as a result who may be at risk of harm.

\*'social care needs may relate to the specific circumstances the person is in – for example, someone living with domestic violence or abuse, someone experiencing or at risk of sexual or commercial exploitation, someone at risk of or in a forced marriage.

This is not an exhaustive list, and this definition is taken from the 2011 Law Commission review and has been adopted by Chelmsford Karate Club in association with several Sport Governing Bodies and the Sport and Recreation Alliance.

In Karate, the following examples may cause concern that an adult may be 'at risk':

- A member with a learning disability of the club being financially exploited by another member of the club.
- A young woman confiding in her instructor about a forthcoming holiday where she fears she will be married against her will.
- A Instructor who regularly neglects the individual needs of disabled participants when training.
- A member being 'groomed' for sexual abuse by his or her instructor.
- A member who frequently has unexplained bruises and injuries, and who will not change with their team-mates. Are people with disabilities 'at risk'?
- Not all disabled adults are considered at risk. However, some disabled adults will have additional vulnerabilities and some adults who are not considered an 'adult at risk' at one time, may be so at another point.

## Welcome, Support, Protect

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Chelmsford Karate Club has a three-tiered approach to safeguarding adults: Welcome: Support: Protect. Advice and guidance on each area is available

Karate's commitment to inclusion and diversity We want everyone who may enjoy Karate or benefit from taking part, to do so. Our strategy commits us to increasing the participation of non-traditional Karate communities, and to welcoming people who may be slightly nervous about becoming involved.

We want to welcome more women and more people with disabilities. Everyone in Karate has the responsibility to be open and welcoming, and to reach out to the communities where our clubs are based. Good practice in welcoming people includes making sure the club, team or club explicitly states that new people are welcome, and that everyone is welcome.

There are already some examples of great practice where Karate has welcomed and embraced different communities – the rise in women, girls and disability Karate is testimony to this. We want to ensure that this welcome is extended to all communities, whatever their background. Support Some individuals will be able to participate in Karate, in the way that they wish, with the minimum of support and adaptations required. Others will require a different approach that takes account of their needs and makes specific provision for these. A simple example of good practice is where a member with a learning disability has a playing 'buddy', a person who they can turn to for support, or if they have any questions about the session or game. Chelmsford Karate Club produces guidance and resources to help people in Karate to support people with needs.

## Protect

Occasionally an individual may need protecting. If an 'adult at risk' may require the protection of either the Police or Social Care Safeguarding Services, either because of something happening inside or outside of Karate, the Chelmsford Karate Club Safeguarding Team should be informed immediately. An example of good practice in passing concerns to the Chelmsford Karate Club Safeguarding Team would be where an 'adult at risk' has informed somebody that they are receiving text messages from another member that are sexually explicit and unwelcome. If it is unclear whether the individual would meet the definition of 'at risk', the information should be shared with the Chelmsford Karate Club Safeguarding Team, who will help make the decision. Where an adult does not meet the definition of 'at risk', either because they do not have a health or social care need, or it does not prevent them protecting themselves, then the matter can be dealt with as a complaint, but with appropriate levels of support provided depending on the adult's particular needs. The Chelmsford Karate Club Safeguarding Team, in liaison with the Inclusion and Diversity team, can advise on what sort of support may be appropriate. Where a potential offence has been committed (as in the texting example above), the complainant should always be advised of their right to contact the police in the first instance, and advice sought from Chelmsford Karate Club Safeguarding Team in any case and in all situations, if it is thought that a crime may be currently being committed, or in an Emergency situation, dial 101 or 999 and inform the police.

Any individual becoming aware that an adult may be suffering abuse, whether or not they meet the definition of 'adult at risk' has a responsibility to raise their concern with somebody: a relevant officer at the club, with Chelmsford Karate Club Safeguarding Team, with the Police or with local Social Services.

## Different Types of Abuse of adults

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This section provides information about different types of abuse and gives examples of how they may occur in Karate. The majority of adults, including 'adults at risk' live a life free from harm and abuse; however, some do suffer abuse. This is usually carried out by a family member, close family friend or person in a position of trust. Everyone involved in Karate is encouraged to be vigilant to such abuse.

Any or all of the different types of abuse may be perpetrated as the result of deliberate intent, negligence or ignorance.

### Physical Abuse

This may include hitting, slapping, shaking, throwing, pushing, kicking, biting, or otherwise causing physical harm to an individual. Physical harm may also be caused by the misuse of medication, inappropriate restraint, or inappropriate sanctions; Karate: examples would be incidents of violence such as the shoving and jostling of opponents, or where the nature and intensity of training or matches does not take account of an individual's needs, circumstances or health, to the point where they experience harm or distress.

### Emotional Abuse

This may include bullying, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks; Karate: emotional abuse may occur if people are subjected to undue or repeated criticism, name-calling, bullying, humiliation, threats, blame, sarcasm, or any discriminatory abuse, or because of unrealistic pressure to perform to expectations that are beyond their potential.

### Sexual Abuse

This may involve forcing or enticing an individual to take part in sexual activities (directly or indirectly) to which the individual has not consented, or could not consent or was pressured into consenting. This can include compelling 'adults at risk' to listen to or take part in talk of a sexual nature. Sexual abuse can occur through social media activity Karate: examples would range from the sharing of inappropriate jokes to the discomfort of individuals, through to activities of a criminal nature.

### Financial Abuse

Includes theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits; Karate: an example in Karate would be an individual with a learning disability who is always expected to buy drinks for his 'mates', (see mate-crime) or exploited by being expected to host after match get together at his/her house at his/her expense 'Mate Crime' Mate Crime' is the phenomenon of people with disabilities being groomed by those who pretend to be their friends before being exploited by them financially, physically or sexually. An 'adult at risk' might be exploited by his or her peer group by being asked always to pay for after match drinks or always asked to do things on behalf of the group – which others are not e.g. pack the kit bags of other players after a game.

## Social Media, Electronic Communication and Online Abuse

Abuse can occur through social media; this may be difficult to detect. It is important to remember that the type of abuse that can occur through social media always includes emotional and psychological abuse and can include sexual and financial abuse. Some examples of abuse that can occur through social media include:

- Unwanted sexual text messages (sexual abuse)
- Unwanted communication (emotional abuse)
- Inappropriate messaging; (emotional and sexual abuse)
- Requests for money (financial abuse)
- Harassment (emotional abuse)
- Intimidation (emotional abuse)
- Sexual coercion (sexual abuse)
- Stalking (emotional abuse)
- Cyber-bullying (emotional abuse) Neglect and acts of omission includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of necessities such as medication, adequate nutrition and heating Karate: neglect may be either intentional or unintentional. It could include situations such as officials not giving players appropriate breaks on hot days or Instructors not taking a player's injury seriously and asking them to continue playing.

## Discriminatory Abuse

This includes abuse or ill-treatment based on a person's 'protected characteristics' under the Equality Act 2010. Karate: In Karate this type of abuse is often difficult to detect and it may not always be clear as to who is the perpetrator. Discrimination can be based on age, disability, ethnicity, gender, gender reassignment, HIV status, marital or civil partnership status, pregnancy or maternity, religion or sexual orientation, all of which are 'protected characteristics' under the Equality Act 2010 Examples of discrimination in Karate can include:

- Officials refusing to officiate in female matches;
- Female players not being given fair access to training and playing facilities;
- Male players using language such as 'you hit like a girl', or
- Language such as 'that was gay'.
- The use of racist language or behaviour Discrimination that takes the form of harassment is a criminal offence and needs to be reported to the police. 'Adults at risk' may also be seen to discriminate against each other, for example, using their disability as a joke with other disabled players. It is important to remember that the emotional impact of this type of joking or 'banter' on the other player is not always evident and may constitute emotional abuse. It also sets a level of expectation amongst others who may hear or see this behaviour, as being an acceptable way to address someone with a disability. This is not acceptable in Karate and needs to be addressed straight away.

## Institutional Abuse

This mainly refers to neglect and poor professional practice. This may take the form of isolated incidents of poor or unsatisfactory professional practice, through to pervasive ill treatment or gross misconduct. Repeated instances of poor care may be an indication of more serious problems. Karate: Institutional abuse could occur due to poor management or practice causing harm. Within Karate an example might be where management put the success of a team before, and without due care and attention for, the health and well-being of individual players. This could happen at any level of the game. Other issues outside Karate Other issues outside Karate may be relevant.

These may include:

- Self-neglect or self-harm
- Hate crime
- Harassment and Intimidation
- Domestic abuse (including ...forced marriage and honour-based crime)
- Human trafficking
- Abuse by another 'adult at risk'
- Abuse by children
- Exploitation by people who promote violence

## Recognising Signs of Abuse

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This section provides information about some signs of abuse, when to report concerns, and what to do when someone doesn't want you to tell anyone else.

Why don't 'adults at risk' always report abuse? Often adults feel disempowered and unable to speak about abuse that may be occurring to them. This is often due to fear about what people will say or upset at not being able to resolve the situation for themselves.

What are the signs of abuse? Signs of abuse may include, but is not limited to:

- Unexplained or concerning injuries (cuts / bruises / stomach upsets).
- Inconsistent explanation for injury.
- Unexplained change in behaviour.
- Change in physical appearance (weight loss / weight gain / untidy).
- Change in behaviour (withdrawn / extroverted / tearful).
- Sudden financial difficulties.
- Change in performance.

See the section *Recording* for information about how to record your concerns.

## Reporting

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### Responsibilities

What are my responsibilities? When should I report a risk? You are not required to make assessments of whether someone is at immediate risk of harm or is likely to suffer harm. This is something for statutory agencies such as Police and Social Care to assess. Your responsibility is to report any concerns you may have and to report anything you may have witnessed. If you fail to respond and report a concern, an 'adult at risk' may continue to suffer harm. We all have a duty of care when it comes to reporting concerns.

### What You Should Do

What should I do if I have a concern? If you think anyone may be in danger, or that a crime may have been committed, do not hesitate to tell the police. If your team, club or club has an identified Adult Welfare Officer, share your concerns with them. If they do not, please contact the Chelmsford Karate Club's lead officer for Safeguarding for an initial discussion. Their contact details can be found in the Chelmsford Karate Club Safeguarding Contacts document.

When reporting any information, it is important to do so with sensitivity for the people involved and the person who may have raised the concern.

See the section *Recording* for information about how to record your concerns.

### Self-reporting of Concerns

If you are an adult involved in Karate and you feel that you may have been abused, may still be being abused, or are otherwise unhappy about your treatment, it is important that you try to speak to someone. If the club, team or club has an Adult Welfare Officer, please talk to them. If not, please talk to someone you trust, or the local Social Care Department, or the Police.

See the section *Recording* for information about how to record your concerns.

## Recording

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Make a written record of relevant information as it happens. This should include the date, venue, your concerns, the date, and times of any conversations, who was involved, and what was said. Record actions taken.

What should I do if they don't want me to tell anyone else or I don't have consent to report a problem? Please consider the following:

- Is the adult placing themselves at further risk of harm?
- Is someone else likely to get hurt?
- Has a criminal offence occurred? This includes: theft or burglary of items, physical abuse, sexual abuse, financial abuse or harassment.
- Is there suspicion that a crime has occurred?

If the answer to any of the questions above is 'yes' - then you can share without consent and need to share the information with the Chelmsford Karate Club Safeguarding Team and Police or Social Care. If in doubt you should always share the information with the Chelmsford Karate Club Safeguarding Team who will make the decision about whether it is appropriate to share the information with statutory services.

Please remember: If somebody is in a position where they may be at risk of immediate harm, always contact the Police or Social Care.