

CHILD AND VULNERABLE ADULT PROTECTION POLICY

Policy Statement:

UK Young Autism Project believes that it is always unacceptable for a child or vulnerable adult to experience abuse of any kind. UKYAP recognises its responsibility to safeguard the mental and physical welfare of all children and vulnerable adults by taking all reasonable steps to promote safe practice and to protect children and vulnerable adults from harm, abuse and exploitation. The policy has been written to ensure that UKYAP takes every possible measure to prevent abuse. It aims to ensure that none of its staff, volunteers or other professionals contacting children or vulnerable adults via UKYAP engages in behaviour that could allow abuse to occur or actions that could be misinterpreted by children or vulnerable adults, their families or other adults as constituting or leading to abuse.

In accordance with The Children Act 2004 and Human Rights Act 1998:

We recognise that:

- the physical and mental welfare of the child/vulnerable adult is paramount.
- all children/vulnerable adults regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity have the right to equal protection from all types of harm or abuse.
- working in partnership with children/vulnerable adults, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

UK Young Autism Project will:

- develop best practice in relation to the recruitment of all workers;
- ensure that all workers understand their legal and moral obligations to protect children and vulnerable adults from harm, abuse and exploitation;
- ensure that all workers understand their responsibility to work to the standard and procedures detailed in the organisation's Code of Practice, Child and Vulnerable Adults Protection Procedures, Care Fact Sheet, and Staff Information and Procedures for Reporting Concerns.
- ensure that all workers understand their obligations to report care or protection concerns about a child/vulnerable adult, or a worker's conduct towards a

child/vulnerable adult (and follow the organisations whistleblowing policy), to the organisation's designated person for child protection;

- ensure that the designated person understands his/her responsibility to refer any child/vulnerably adult protection concerns to the statutory protection agencies (i.e. Police and/or Children’s Services) and the Disclosure & Barring Service;
- The child protection officer will make a referral to the DBS if a staff member has been dismissed or removed due to safeguarding concerns, or would have been had they not resigned
- keep written records of concerns about children/vulnerable adults, even when there is no need to refer the matter immediately;
- provide opportunities for all workers to develop their skills and knowledge particularly in relation to the care and protection of children and vulnerable adults;
- ensure that parents/carers are encouraged to be involved in the work of the organisation and, when requested, have access to all guidelines and procedures;
- endeavour to keep up-to-date with national developments relating to the care and protection of children and vulnerable adults;
- ensure training is provided to new staff during their induction;
- ensure that children/vulnerable adults, where they have capacity, understand what is appropriate and not appropriate adult or peer behaviour in relation to safeguarding issues.

Persons Responsible:

Catherine Gale & Diane Hayward

Appendices:

Safeguarding Procedures

Types of Abuse and Safeguarding Concerns

Care, Hygiene, Health & Safety Guidelines

Staff Procedures for Reporting Concerns about the Welfare of a Child

What Happens if you have Concerns about a Child (flow chart)

How to fill in the form “Reporting Concerns about the Welfare of a Child”

Reporting Concerns about the Welfare of a Child (form)

Reporting an Accident (Child) (form)

What Happens if you have Concerns about a Staff Member (flow chart)

Reporting an Accident (Young Adult) (form)

Reporting Concerns About Conduct of Staff (form)

Reporting Concerns About Welfare of a Young Adult (form)

Whistleblowing Policy

Reporting a Disclosure (form)

How to Fill in the Form Reporting a Disclosure

Signature:

Catherine Gale

Signature:

Diane Hayward

Date:

Date:

This policy will be reviewed annually.

Last reviewed 23.6.21