

Safeguarding policy

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1. Statement

The policy exists to ensure that Animikii Theatre implements appropriate arrangements, systems and procedures to ensure that the company has the right skills, means and resources to protect and safeguard adults.

Animikii Theatre recognises that 'safeguarding' means protecting an adult's right to live in safety, free from abuse and neglect.



2. Aim

The Care Act 2014 provides a definition and framework for Safeguarding Adults

Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action. This must recognise that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances.

The aims of adult safeguarding are to:

- Stop abuse or neglect wherever possible
- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Safeguard adults in a way that supports them in making choices and having control about how they want to live
- Promote an approach that concentrates on improving life for the adults concerned
- Raise public awareness so that communities as a whole, alongside professionals, play their part in preventing, identifying and responding to abuse and neglect
- Provide information and support in accessible ways to help people understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult
- Address what has caused the abuse or neglect

3. Definition in Legislation

Safeguarding Duties

The Care Act 2014 introduced statutory safeguarding duties. The safeguarding duties apply to an adult who:

- (a) Has needs for care and support (whether or not the authority is meeting any of those needs),
- (b) Is experiencing, or is at risk of, abuse or neglect, and
- (c) As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

4. Key Principles

In the safeguarding of adults Animikii Theatre are guided by the principles set out in The Care Act 2014 and aim to demonstrate and promote these principles in our work

- **Empowerment** – People being supported and encouraged to make their own decisions and informed consent
- **Prevention** – It is better to take action before harm occurs.
- **Proportionality** – The least intrusive response appropriate to the risk presented.
- **Protection** – Support and representation for those in greatest need.
- **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding.



5. Recognising Signs of Abuse

Staff/volunteers may be particularly well-placed to spot abuse and neglect, the adult may say or do things that hint that all is not well. It may come in the form of a complaint, or an expression of concern. Everyone within the company should understand what to do, and where to go to get help, support and advice. It is vital that everyone within the company is vigilant on behalf of those unable to protect themselves, including:

- Knowing about different types of abuse and neglect and their signs
- Supporting adults to keep safe
- Knowing who to tell about suspected abuse or neglect and
- Supporting adults to think and weigh up the risks and benefits of different options when exercising choice and control.

The Care Act 2014 defines in full the following areas of abuse and neglect including their signs and indicators; they are not exhaustive but are a guide to behaviour that may lead to a safeguarding enquiry. This includes:

Physical abuse, Signs and indicators, Sexual abuse, Financial or material abuse, Psychological and/or Emotional abuse, Neglect and acts of omission, Self-neglect, Discriminatory Abuse, Institutional or Organisational Abuse, Domestic abuse, Modern slavery, Radicalisation to terrorism

Who might abuse?

Abuse of adults at risk, may be perpetrated by a wide range of people including relatives, family members, professional staff, paid care workers, volunteers, other service users, neighbours, friends and associates, people who deliberately exploit vulnerable people and strangers.

Incidents of abuse may be one-off or multiple, and affect one person or more. Professionals and others should look beyond single incidents or individuals to identify patterns of harm.

6. Promoting Adult Safeguarding within Animikii Theatre

Prevention of abuse

To assist in the prevention of abuse the following factors should be considered:

- Rigorous recruitment practices (including volunteers)
- Internal guidelines for workers
- Training
- Making Safeguarding Personal and empowering service users



6.1 Safe Recruitment & Selection

We have a policy and procedure which covers all potential Trustees, paid workers, freelancers and volunteers. Animikii Theatre ensures that all potential new staff, volunteers and trustees whom work without supervision when working in contact with a vulnerable adult;

- Complete an application form or a letter of application. This includes: address, evidence of relevant qualifications paid work and voluntary work experience and all criminal convictions.
- Provide two pieces of identification which confirm both identity and address.
- If undertaking a regulatory activity or if their is post eligible consent to a Disclosure and Barring

Service check (formally CRB check) to and sign up to the update service and agree to (insert the name of your organisation) requesting an annual update.

Animikii Theatre:

- Understand that a person who is barred from working with children or vulnerable adults is breaking the law if they work or volunteer, or try to work or volunteer with these groups.
- Understand that an organisation which knowingly employs someone who is barred to work with those groups will also be breaking the law.
- Understand that if our organisation dismisses a member of staff or volunteer because they have harmed a child or vulnerable adult, or would have done so if they had not left, we must make referral to the Disclosure and Barring Service.
- [About - Disclosure and Barring Service - Inside Government - GOV.UK](#)

6.2 Code of Behaviour

We have a Code of Behaviour in place for:

- **Senior Management**
- **Trustees and Board Members**
- **Staff, workers, freelancers and volunteers**

7. Reporting

The following procedure refers to abuse or suspicion of abuse of that staff and volunteers become aware of during their work with Animikii Theatre.

Any member of staff or volunteer who becomes aware that an adult is or is at risk of, being abused or has safeguarding needs should raise the matter immediately with senior management.

Early sharing of information is the key to providing an effective response where there are emerging concerns. To ensure effective safeguarding arrangements no member staff or volunteer should assume that someone else will pass on information which they think may be critical to the safety and wellbeing of the adult.

Animikii Theatre will:

- Inform the adult of the action we propose to take
- Seek their agreement for any referral
- Ensure that they are kept informed about what will happen next, so they can be reassured about what to expect
- Endeavour to ensure that they are safe and supported before proceeding with any other action
- Inform the adult if Animikii Theatre are planning to seek advice from or report concerns to an external agency

In most situations there will not be an immediate threat and the decision about protecting the person with safeguarding needs will be taken in consultation with themselves and/or Social Services.

Recording

A written record must be kept in regard to any concern regarding to an adult with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken.

The recordings must be signed and dated. All records must be securely and confidentially filed.

We are committed to reviewing our policy and good practice annually

This policy was last reviewed on **11th June 2021**

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