East Bierley Community Sports Association

Adult Safeguarding Policy & Procedures

07/07/2025

CONTENTS

DOCUMENT CONTROL 3
1. POLICY STATEMENT 4
2. SCOPE 4
3. SAFEGUARDING RESPONSIBILITIES 4
4. RECOGNISING ABUSE AND REPORTING CONCERNS 5
5. REPORTING CONCERNS 5
6. REPORTING CONCERNS 5
7. SAFE ENVIRONMENTS 6
8. SAFER RECRUITMENT 6
9. INFORMATION SHARING AND CONFIDENTIALITY 6
10. SAFEGUARDING DISABLED ADULTS 6
11. ALLEGATIONS AGAINST STAFF OR VOLUNTEERS 6
12. TRAINING AND INDUCTION 7
13. SAFEGUARDING CONTACTS 7
14. MONITORING AND REVIEW 7

Document Control.

Document Information.

Description:	Adult Safeguarding Policy & Procedures
Version No:	1.1
Last Reviewed Date:	07/07/2025
Author:	Chris Marsden
Policy Owner:	EBCSA Safeguarding Lead
Approved By	EBCSA Board of Directors
Review Due	July 2026
Document Classification:	Public

Revision History.

Date	Version	Detail	Author
12/01/25	1.0	Policy created	Bolu Fagborun
07/07/25	1.1	Policy updated to reflect EBCSAs structure and role	Chris Marsden

1. Policy Statement

East Bierley Community Sports Association (EBCSA) is committed to safeguarding adults, including volunteers, staff, partners, parents and visitors. We aim to ensure that all adults using our facilities feel safe, respected, and able to report any concerns regarding abuse or neglect. This policy reflects the six key principles of safeguarding adults as outlined in the Care Act 2014:

- **Empowerment** – People being supported and encouraged to make their own decisions.
- **Prevention** – Taking action before harm occurs.
- **Proportionality** – Responding appropriately to the risk.
- **Protection** – Supporting those in greatest need.
- **Partnership** – Working together with others to protect adults at risk.
- **Accountability** – Transparency in delivering safeguarding.

This policy refers to "Adults at Risk" as any person aged 18 or over who has care and support needs and is experiencing or is at risk of abuse or neglect.

2. Scope

This policy applies to:

- All EBCSA staff, volunteers and board members
- Any third parties working in partnership with EBCSA
- Adults using EBCSA facilities, particularly those with care and support needs

3. Safeguarding Responsibilities

- **Clubs and Organisations**: Must have their own safeguarding policy, Club Welfare Officer, and procedures aligned with their sport's national governing body (e.g., The FA, RFL, RFU).
- **EBCSA**: Will ensure all facility users are aware of their safeguarding responsibilities and that the site promotes a culture of safety and openness.
- **Volunteers and Staff**: Must report any safeguarding concerns immediately to the appropriate Club Welfare Officer or designated safeguarding contacts.

4. Recognising Abuse and Reporting Concerns

Abuse can include:

- Physical abuse (hitting, misuse of medication, restraint)
- Domestic violence
- Sexual abuse
- Emotional or psychological abuse
- Financial or material abuse
- Discriminatory abuse
- Organisational abuse
- Neglect or acts of omission
- Self-neglect

If you suspect abuse or receive a disclosure, do not delay. Report the concern immediately**.**

5. Reporting Concerns

If you see something, say something. Any concern, disclosure, or suspicion must be reported immediately to:

- The relevant Club Welfare Officer
- Or if unavailable, to a member of the EBCSA Board, who will assist in passing the concern to the correct safeguarding body

If there is immediate danger, contact **Adult Social Care** on **0300 304 5555** or **the police on 999**.

6. Reporting Concerns

All safeguarding concerns must be reported to:

- **EBCSA Welfare Officer**: Bolu Fagborun

If there is immediate danger, contact **Adult Social Care** on **0300 304 5555** or **the police on 999**.

7. Safe Environments

EBCSA will:

- Ensure all visitors and users are aware of our safeguarding commitment
- Provide clear signage and reporting procedures on site
- Conduct risk assessments for public or partnership events
- Monitor shared spaces (changing rooms, toilets) for appropriate use

8. Safer Recruitment

- All EBCSA staff and volunteers who work directly with adults will be safely recruited and, where appropriate, DBS checked.
- Roles requiring regular interaction with adults at risk will receive safeguarding training within the first 3 months of service.

9. Information Sharing and Confidentiality

- Information about concerns will only be shared on a need-to-know basis.
- Consent to share information will be sought unless doing so puts the adult at greater risk.
- Records of concerns must be detailed, dated, and stored securely.

10. Safeguarding Disabled Adults

Disabled adults may be more vulnerable to abuse due to increased dependency, communication barriers, or social isolation. All concerns must be taken seriously and addressed with appropriate support.

11. Allegations Against Staff or Volunteers

- All allegations will be taken seriously, reported immediately to the Welfare Officer or a Board member, and escalated to the Local Authority Designated Officer (LADO) as needed.
- EBCSA may suspend individuals while an investigation is conducted.

12. Training and Induction

- All EBCSA volunteers and staff will receive safeguarding information during induction.
- Those in regular contact with adults will complete safeguarding training.

13. Safeguarding Contacts

- Adult Social Care (Kirklees): 0300 304 5555
- Emergency Duty Team: 01484 414933
- Local Authority Designated Officer (LADO): Phil Holmes – 01924 483745
- NSPCC: 0808 800 5000
- Police (Emergency): 999

14. Monitoring and Review

This policy will be reviewed annually or in response to:

- Significant changes to legislation
- Incidents or emerging safeguarding issues
- Feedback from users or partner clubs