

Swim Wales Training and Development Safeguarding Children and Adults at Risk

DOCUMENT STATUS

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DOCUMENT CONTROL INFORMATION

Change History		
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Swim Wales is committed to safeguarding and promoting the welfare of children young people and vulnerable adults, and ensuring all legal requirements are met. By establishing procedures, we aim to provide all learners with the opportunity to maximise their learning and development within a safe and secure environment. This policy is in addition to Swim Wales Child Safeguarding Policy (SWCSP), Swim Wales Safeguarding Adults Policy and Procedures (SWSAPP) and Swim England Wavepower Policy (2016-19)

In addition, with regards to Adults at Risk one must refer to the following key document

- Social Services and Well-being (Wales) Act 2014

'The Act provides the legal framework for improving the wellbeing of people who need care and support, and carers who need support, and for transforming social services in Wales.'

Policy aim and purpose

Swim Wales wishes to ensure that it maintains the highest possible standards to meet its social, moral and legal responsibilities in order to protect and safeguard the welfare of children, young people and vulnerable adults.

Safeguarding is everyone's responsibility and Swim Wales employees, and educators who, during the course of their employment have direct or indirect contact with children and families and vulnerable adults, or who have access to information about them, have a responsibility to safeguard and promote the welfare of children and adults at risk.

Through promotion of this policy, Swim Wales will provide Swim Wales educators with guidance on identifying potential or suspected abuse and raise awareness of preventative measures to protect the interests of the Swim England qualifications workforce, Swim England Quality Assurance workforce, and Swim Wales representatives.

Swim England Licensing Requirements:

All Educators utilised for the delivery and assessment of Swim England qualifications must hold a current Swim England license. As part of the licensing scheme, the holder will:

- Maintain current technical knowledge and skills of the intended Swim England qualification(s) for delivery
- Complete a Disclosure and Barring Service (DBS) check (previously referred to as a CRB) and update this every three years
- Complete a Swim England approved safeguarding and protecting children in sport course and update this every three years
- Read and understand the relevant Code of Ethics

Approved Training Centre (ATC) Requirements

- Only use Tutors/Assessors who, hold a current Swim England Tutor license
- Ensure all workforce members have read and understood Swim Wales Child Safeguarding Policy/ Swim Wales Safeguarding Adults Policy and Swim England Wavepower 2016-19
- Provide learners with access to Swim Wales Child Safeguarding Policy / Swim Wales Safeguarding Adults Policy and Swim England Wavepower 2016-19
- Adopt safeguard procedures through codes of conduct for workforce members, learners and staff (also including parents and participants)
- Provide a safe environment for learners to maximise learning and development

There are some key documents that

Definition of safeguarding

There are many aspects that are considered within safeguarding. These are clearly defined in the following two statutory guidance documents (which are managed & updated by the government and available online)

- Keeping Children Safe in Education
- Working Together to Safeguard Children

To summarise safeguarding is:

- Where a child is suffering significant harm, or likely to do so, action should be taken to protect that child. (Section 47 and 44 of the Children Act 1989)
- Where action should be taken to promote the welfare of a child in need of additional support, even if they are not suffering harm or at immediate risk. (Section 17 of the Children Act 1989)

A child is defined as under the age of 18 years.

Definition of an adult at risk is as follows:

- An adult who is experiencing or is at risk of abuse or neglect
- Has needs for care and support
- As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it

Definitions

There are four types of child abuse.

They are defined in the UK Government Working Together guidance as follows:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect

Bullying is not defined as a form of abuse in Working Together but there is clear evidence that it is abusive and will include at least one, if not two, three or all four, of the defined categories of abuse. For this reason it has been included in this policy.

There are five types of abuse for adults at risk

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Financial abuse

Physical abuse

Physical abuse is deliberate, physical harm to an individual, or the wilful and neglectful failure to prevent physical harm or suffering. Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child or adult at risk.

Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of an individual such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children/adults that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate.

Symptoms of this can include limitation of learning and exploring or prevention of the individual's participation to normal social interaction.

It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child/adult participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing the individual frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual Abuse

Sexual abuse involves forcing or enticing a child/young person/adult to take part in sexual activities, not necessarily involving a high level of violence, whether or not the individual is aware of what is happening. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Sexual abuse involves forcing or enticing a child/young person/adult to take part in sexual activities, whether or not they are aware of what is happening. These activities may involve physical contact (including penetrative or non-penetrative acts) or non-contact activities (including looking at or involving the individual in the production of pornographic material or watching sexual activities, or encouraging the individual to behave in sexually inappropriate ways).

Neglect

Neglect is the persistent failure to meet an individual's basic physical, emotional and/or psychological needs, which is likely to result in significant harm. Types of neglect may include failure to provide adequate food, clothing, shelter (i.e. exclusion from the home or abandonment), failure to protect the individual from physical harm or danger, failure to provide access to medical care or treatment and failure to provide adequate supervision (i.e. childminder).

Financial abuse

While the Care Act 2014 definition is clear, financial abuse take many forms. It's a type of abuse that can start subtle and is often hard to detect.

When defining financial abuse, we know there are many elements at play. It is true that financial abuse often involves or is associated with:

- Someone taking or misusing someone else's money or belongings for their own gain
- Harming, depriving or disadvantaging the victim
- Controlling someone's purchases or access to money
- Often associated with other forms of abuse
- Doesn't always involve a crime like theft or fraud

Bullying (including cyberbullying)

Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical (e.g. hitting, kicking, theft), verbal (e.g. racist or homophobic remarks, threats, name calling) and emotional (e.g. isolating an individual from the activities and social acceptance of their peer group).

The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children to the extent that it affects their health and development or, at the extreme, cause them significant harm (including self-harm).

Indicators of abuse

Recognising abuse is not easy. It is not your responsibility to decide whether or not abuse has taken place or if an individual is at significant risk of harm from someone. You do however, have both a responsibility and duty, as set out in your organisation's safeguarding protection procedures, to act in order that the appropriate agencies can investigate and take any necessary action to protect the individual.

The following information should help you to be more alert to the signs of possible abuse. The below tables provide a number of indicators or abuse, however please note that these list are not exhaustive.

Physical Abuse

Most children will collect cuts and bruises as part of the rough-and-tumble of daily life. Injuries should always be interpreted in light of the child's medical and social history, developmental stage and the explanation given. Most accidental bruises are seen over bony parts of the body, e.g. elbows, knees, shins, and are often on the front of the body.

Some individuals, however, will have bruising that is more than likely inflicted rather than accidental. Important indicators of physical abuse are bruises or injuries that are either unexplained or inconsistent with the explanation given, or visible on the 'soft' parts of the body where accidental injuries are unlikely, e.g. cheeks, abdomen, back and buttocks. A delay in seeking medical treatment when it is obviously necessary is also a cause for concern, although this can be more complicated with burns, as these are often delayed in presentation due to blistering taking place sometime later.

Physical indicators	Emotional indicators
Unexplained bruising	Fear of parents being approached for explanation
Repeated injuries	Flinching when approached or touched
Black Eyes	Reluctance to get changed
Injuries to the mouth	Depression
Torn or bloodstained clothing	Aggressive behaviour or severe outbursts
Burns or scalds	Withdrawal behaviour
Bites	Running away from home
Fractures	
Inconsistent stories or excuses	

Emotional Abuse

Emotional abuse can be difficult to measure, as there are often no outward physical signs. There may be a developmental delay due to a failure to thrive and grow, although this will usually only be evident if the child puts on weight in other circumstances, for example when hospitalised or away from their parents' care. Even so, individuals who appear well-cared for may nevertheless be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents or carers. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

Emotional Indicators
Neurotic behaviour such as sulking, rocking, hair twisting
Being unable to play
Sudden speech disorders
Self-harm
Fear of making mistakes
Delays in terms of emotional progress
Fear of parent being approached with regards to behaviour

Sexual Abuse

Adults who use children to meet their own sexual needs abuse both girls and boys of all ages, including infants and toddlers. Usually, in cases of sexual abuse it is the child's behaviour that may cause you to become concerned, although physical signs can also be present. In all cases, children who tell about sexual abuse do so because they want it to stop. It is important, therefore, that they are listened to and taken seriously.

It is also important to remember that it not just adult men who sexually abuse children – there are increasing numbers of allegations of sexual abuse of children against women and sexual abuse can also be perpetrated by other children or young people.

Physical indicators	Emotional indicators
Bruising or bleeding near genital area	Unexplained changes in behaviour
Pain or itching in genital area	Bedwetting, having nightmares
Discomfort when walking or sitting down	Substance or drug abuse
Stomach pains	Not allowed to have friends
Vaginal discharge or infection	Sexual knowledge beyond their age
Pregnancy	Acting in a sexually explicit way towards adults
Sexually transmitted diseases	Not allowed to have friends
	Eating problems such as overeating, anorexia
	Informing that they have secrets they cannot tell

Neglect

Neglect can be a difficult form of abuse to recognise amongst individuals, yet have some of the most lasting and damaging effects on children.

Physical indicators	Emotional indicators
Constant hunger, stealing food etc.	Having few friends
Loss of weight or constantly underweight	Mentioning being left alone
Constant dirty or smelly	Complaining of being tired all of the time
Inappropriate clothing	Failing to make medical appointments

Bullying

Bullying is not always easy to recognise as it can take a number of forms. An individual may encounter bullying attacks that are:

- physical: pushing, kicking, hitting, pitching and other forms of violence or threats
- verbal: name-calling, sarcasm, spreading rumours, persistent teasing
- emotional: excluding, tormenting, ridiculing, humiliating.

Persistent bullying can result in:

- depression
- low self-esteem
- shyness
- poor academic achievement
- isolation
- threatened or attempted suicide

Signs that a child may be being bullied can be:

- coming home with cuts and bruises
- torn clothes
- asking for stolen possessions to be replaced
- losing dinner money
- falling out with previously good friends
- being moody and bad tempered
- wanting to avoid leaving their home
- aggression with younger brothers and sisters
- doing less well at school
- sleep problems
- anxiety
- becoming quiet and withdrawn

Responding to a disclosure of abuse

Always

- Listen carefully and stay calm
- Let the individual talk and allow them time to say what they need to say
- Reassure the individual that they were right to say something
- Explain that you must pass the information onto the designated responsible officer but that confidentiality will be maintained
- Explain to the individual what will happen next
- Reassure the individual that it will be dealt with appropriately
- Make a detailed note of the date, time, place, comments made by the individual

Never

- Question or interview the individual unless seeking clarification
- Make promises you cannot keep
- Rush into actions which may be inappropriate
- Take sole responsibility, always pass information to the designated officer

Making referrals

Should a member staff, educator, Swim England qualifications workforce or learner at the delivery site suspect or have concerns about possible abuse, the concern must be reported to the Head of Governance & Safeguarding Officer at Swim Wales, who will in turn follow internal procedures for reporting the case to Children's Social Care Services and other relevant bodies.

Should suspicion or concern be raised about a member of the Swim England Qualifications Workforce, Swim England Quality Assurance workforce, or educator, the allegation must be reported immediately to Swim Wales through completion of the *allegations form* addressed for the attention of the Swim Wales Training & Development Manager. Upon receipt of the allegation, Swim Wales will carry out an investigation in line with the safeguarding policy.

Measures to protect against false allegations of abuse

Protection against false allegations

- It is important for individuals involved with the delivery and assessment of Swim England qualifications to take steps to ensure that they are not put in a position where an allegation of abuse can be made against them.

These steps include:

- maintaining a register at all times for learners, including lateness or absences
- maintaining a register for participants where required for practical elements of a qualification
- following appropriate procedures in the event of lateness or absence of a learner and/or participant
- working in an open environment where easily visible to others
- remaining in the pool area until all participants have been collected or are continuing to be supervised by an appropriate member of staff
- avoiding unnecessary physical contact with learners and/or participants unless to prevent a danger to themselves or others
- avoiding first aid treatment unless delay could prove life threatening; this must always be carried out by the responsible First aid Officer and with another adult present
- avoiding unaccompanied time with learners and/or participants
- avoiding suggestive remarks or acting inappropriately familiar with learners and/or participant reporting potential concerns, allegations or abuse made by learners and/or participants to the responsible welfare officer
- refraining from inviting or allowing learners and/or participants to socialise with them outside of the learning environment
- refraining from providing personal information to learners and/or participants (i.e. home address, telephone number)

Who to Contact if you have an issues with Safeguarding
Monday – Thursday (9am – 5pm) & Friday (9am – 4.30pm)

Swim Wales, Head of Governance & Safeguarding officer

Zita Cameron, Head of Governance
Swim Wales, Wales National Pool, Sketty Lane, Swansea, SA2 8QG
Telephone No: 01792 513641

In the absence of the above officer please contact the following:

Swim Wales Training: Swim Wales Training swimwales-training@swimming.org

Email: governance@swimming.org

Email: welfare@swimming.org

Please remember the Out of Hours Contacts:
NSPCC Child Protection Helpline – 0808 800 5000
Child Line – 0800 1111

Monitoring and review

This policy and its procedures will be reviewed annually to ensure it remains fit for purpose and reflects the legal obligations for the safeguarding requirements.

The next policy review will take place in March 2021

Swim Wales Training & Development

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www.swimwales.org