

## Children Young People, & Adults at Risk Safeguarding Policy

### Policy Statement.

Cambridge Cancer Help Centre (referred to as CCHC in this policy) is a cancer charity that may have direct contact with children, young people, and adults at risk over the age of 18. It seeks to offer visitors a safe and caring environment and respects the rights and dignity of all visitors and of its staff and volunteers.

This policy and its procedures will be made available to all staff employed by CCHC through the payroll, volunteers, and Trustees within the organisation.

CCHC recognises its duty of care to safeguard from harm all children, young people, and adults at risk involved in the activities offered at the Centre. CCHC wishes all children, young people, and adults at risk to have access to appropriate support in a therapeutic environment and undertakes to ensure their protection and safety.

CCHC believes that:

- Children, young people, and adults at risk with a cancer diagnosis will be especially vulnerable due to that diagnosis and that the welfare of the child, young person or adult at risk is paramount.
- All children, young people, and adults at risk, whatever their age, culture, disability, gender, language, racial origin, religious beliefs, and/or sexual identity have the right to protection from emotional or physical harm.
- All suspicions and allegations of harm should be taken seriously and responded to swiftly and appropriately.
- Staff and volunteers should be clear on how to respond appropriately.

### Policy Aims:

The aim of CCHC's Children, Young people, and Adults at risk Safeguarding Policy is to promote good practice and to allow all staff and volunteers to make informed and confident responses to specific safeguarding issues. CCHC will endeavour to safeguard children, young people, and adults at risk from emotional and physical risk by:

- Ensuring that counsellors or people offering any psychological therapies are trained, qualified, and supervised.
- Ensuring information about child, young person and adult at risk's protection and good practice is shared with staff and volunteers.
- Sharing information about concerns with agencies who need to know.
- Following carefully the procedures for recruitment and selection of staff and volunteers joining the organisation and ensuring they stay within their knowledge and competencies. (See gov.uk)
- Ensuring all necessary staff and volunteers have received DBS checks. (Accepting DBS checks that have been filed in the last 12 months. Exceptions may apply.)

- Providing appropriate supervision, support, and training for staff and volunteers.

**Clarification of 'abuse':**

Abuse (emotional, neglect, physical or sexual) can occur within many situations including the working environment.

**Promoting Good Practice:**

A staff member or volunteer may have regular contact with young and vulnerable people and should seek to adhere to the highest standards of child, young adult, and adult at risk protection at all times. They should be an important link in identifying cases where they need protection. All suspicious cases of poor practice should be reported to The Centre Manager who is the Designated Safeguarding Lead.

**Definitions:**

A child is a person under 18 years of age. In this document, a 'young person' is in the upper age ranges of the official definition of a child. The term has no legal status – it acknowledges that people aged 16 or 17 may not think of themselves as 'children'. An adult at risk is a person who is, or may be, in need of community care services because of mental disability or other disability, age or illness, and who is, or who may be, unable to take care of themselves or unable to protect themselves against significant harm or exploitation.

**Code of Good Practice for Staff and Volunteers:**

The following guidelines are intended to be a common sense approach that both reduce opportunities for the abuse of children, young people, and adults at risk and helps to protect staff and volunteers from any false allegation.

You should:

- Treat all children, young people, and adults at risk visiting the Centre with respect.
- Stay within your own knowledge and competencies.
- Be wary of sharing personal experiences and understand that people can be very vulnerable to suggestions of 'cures'.
- Exercise caution when discussing sensitive issues with children, young people, or adults at risk.
- Exercise caution when discussing a cancer diagnosis or its implications in an inappropriate way, causing distress or harm (potentially suicide).
- Exercise caution in initiating any physical contact with a child, young person, or adult at risk.
- Challenge all unacceptable behaviour and report all allegations or suspicions of abuse.

You should NOT:

- Spend time alone with children, young people, or adults at risk away from others, for example in the therapeutic environment in the consulting rooms.

- Allow or engage in inappropriate touching of any form.
- Give inaccurate or misleading information that may lead to inappropriate decisions, which may be life changing.

**Procedures for the protection of children, young people, and adults at risk:**

CCHC will implement its policies on the protection of children, young people, and adults at risk by:

- Raising Awareness/Prevention: We will ensure that all staff and volunteers are aware of the issues in the protection of children, young people, and adults at risk, the problem of emotional and physical abuse and the risks.
- Training: All staff and volunteers will have access to relevant training. Where appropriate this training will be incorporated into ongoing training and written into the induction programme for new staff and volunteers.
- Reporting: We will ensure that all staff and volunteers are clear about what steps to take where concerns arise regarding the safety of children, young people, and adults at risk. Concerns should be raised with The Centre Manager or a Trustee, which will be recorded on an agreed pro-forma and records kept securely, within a locked cabinet, in the office of The Centre Manager.
- Responding to allegations or suspicions: We will ensure that action is taken to support and protect children, young people, and adults at risk where concerns arise regarding possible emotional or physical abuse. The Centre Manager will be responsible for reporting to statutory authorities.

This updated policy was adopted at a Trustee sub-committee meeting of Cambridge Cancer Help Centre on the \_\_\_\_\_, and will be reviewed in \_\_\_\_\_, or if there are updates to The Care Act 2014.

Signed by: Edward Sage Chair of Trustees



June 2023

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