



## Valour Jiu-Jitsu Academy HQ Safeguarding Policy- Adults

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<b>Related Policy</b>	Valour Jiu-Jitsu Academy Safeguarding Procedures- Adults Valour Jiu-Jitsu Academy Child Protection and Safeguarding Policy Valour Jiu-Jitsu Academy Health and Safety Policy Valour Jiu-Jitsu Academy Code of Conduct Valour Jiu-Jitsu Academy Complaints and Disciplinary Policy
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## 1. Introduction

Valour Jiu-Jitsu Academy is committed to manufacturing and nourishing a safe and positive environment for all members of the team and accepts responsibility to safeguard the welfare of all adult members in accordance with the Care Act 2014.

The Valour Jiu-Jitsu Academy Safeguarding Policy applies to all adult members of Valour Jiu-Jitsu Academy. When an allegation of causing harm to an adult at risk is made Valour Jiu-Jitsu Academy will investigate in accordance with their Safeguarding Policy and Procedures documents.

## 2. Principles

Valour Jiu-Jitsu Academy abides by the following principles set out by The Care Act (2014) that should underpin safeguarding of adults-

**Empowerment**- People being supported and encouraged to make their own decisions and informed consent.

**Prevention**- It is better to act 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 safeguarding practice.

All adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.

Valour Jiu-Jitsu Academy is committed to the following-

- Seeking to ensure that the environment and sport is inclusive and make reasonable adjustments for any ability, disability or impairment.
- Continuous development, monitoring and review.
- Respect the rights, dignity and worth of all adults.
- Recognising that ability and disability can change over time.



- Recognising that a disabled adult may or may not identify themselves or be identified as an adult 'at risk'.
- Shared responsibility to ensure the safety and well-being of all adults and will act in accordance with reporting procedures outlined in this policy.
- Investigating all allegations in a professional and timely manner.
- Recognising the role and responsibilities of statutory agencies in safeguarding adults and is committed to complying with the procedures of Local Safeguarding Adults Boards.

### **3. Guidance and Legislation**

The following safeguarding adult's legislation and governance guidance have informed the content of this policy:

- The Care Act 2014
- The Protection of Freedoms Act 2012
- Domestic Violence, Crime and Victims (Amendment) Act 2012
- The Equality Act 2010
- The Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- Sexual Offences Act 2003
- The Human Rights Act 1998
- The General Data Protection Regulation 2016

### **4. Definitions**

To compliment understanding of this policy the following key terms are defined-

**Adults at Risk-** A person aged 18 or over who is in need of care and support regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect.

**Abuse-** A violation of an individual's human and civil rights by another person or persons.

**Adult-** Anyone ages 18 or over.

**Adult Safeguarding-** Protecting a person's rights to live in safety, free from abuse and neglect.



**Capacity**- The ability to make a decision at a particular time, for example when under considerable stress. All persons are presumed to have capacity to make a decision unless established said person lacks capacity (MCA,2005).

## 5. Types of Abuse and Neglect

The following definitions have been taken from The Care Act 2014. This list is not intended to be exhaustive, but an illustrative guide to behaviours which may raise a safeguarding concern.

**Self-Neglect**- This covers a wide range of behaviour: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

**Modern Slavery**- This encompasses slavery, human trafficking, forced labour and domestic servitude.

**Domestic Abuse**- Including psychological, physical, sexual, financial and emotional abuse.

**Discriminatory**- Abuse which centres on a difference or perceived difference particularly with respect to race, gender, disability or any of the protected characteristics of the Equality Act.

**Organisational Abuse**- This can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

**Physical Abuse**- Includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate actions.

**Sexual Abuse**- Including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography, or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

**Financial or Material Abuse**- Including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

**Neglect**- Including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.



**Emotional or Psychological Abuse-** Includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

Not included in the Care Act 2014 but also relevant:

**Cyber Bullying-** Cyber bullying occurs when someone repeatedly makes fun of another person online or repeatedly picks on another person through emails or text messages, or uses online forums with the intention of harming, damaging, humiliating or isolating another person. It can be used to carry out many different types of bullying (such as racist bullying, homophobic bullying, or bullying related to special educational needs and disabilities) but instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.

**Forced Marriage-** Forced marriage is a term used to describe a marriage in which one or both parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties' consent to the assistance of a third party in identifying a spouse. The Anti-Social Behaviour, Crime and Policing Act 2014 make it a criminal offence to force someone to marry.

**Mate Crime-** Defined by the Safety Net Project is 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual.' Mate Crime is carried out by someone the adult knows and often happens in private.

**Radicalisation-** The aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause. This may be direct through a relationship, or through social media.

## 6. Signs and Indicators of Abuse and Neglect

Valour Jiu-Jitsu Academy recognises that abuse can occur and may be inflicted by anyone in the club and can take place in any context and by all manner of perpetrator. Royal Jiu Jitsu also recognises that abuse may be occurring outside of the club setting and understands safeguarding adults is everyone's concern regardless of setting and should be escalated appropriately.

There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

- Unexplained bruises or injuries- or lack of medical attention when an injury is present.
- An individual's belongings or money going missing.



- An individual not attending/no longer enjoying their sessions.
- Individuals attending with an unkempt appearance.
- Changes in an individual's behaviour or confidence.
- Evidence of self-harm.
- Behaviours indicating fear of an individual or group.
- Disclosure of information regarding abuse affecting the person reporting or another person.

## 7. Disclosure Procedure

As a Valour Jiu-Jitsu Academy member if you suspect or become aware of abuse or poor practice taking place you must report this to the Valour Jiu-Jitsu Academy Safeguarding Lead Officer.

If you are concerned someone is in immediate danger, contact the police straight away.

It is important when raising your concern that you also consider the needs and wishes of the individual at risk, taking into account the nature of the alert.

## 8. Disclosure Documentation

If as an individual you suspect or become aware of abuse or poor practice of another individual, or if this has been reported to you, make a note of what the person said using his or her own words as soon as possible. As long as it does not increase the risk to the individual you should explain to them that you have a duty to report this concern with the Valour Jiu-Jitsu Academy Safeguarding Lead Officer.

If you are the person experiencing abuse or poor practice, report to the Safeguarding Lead Officer.

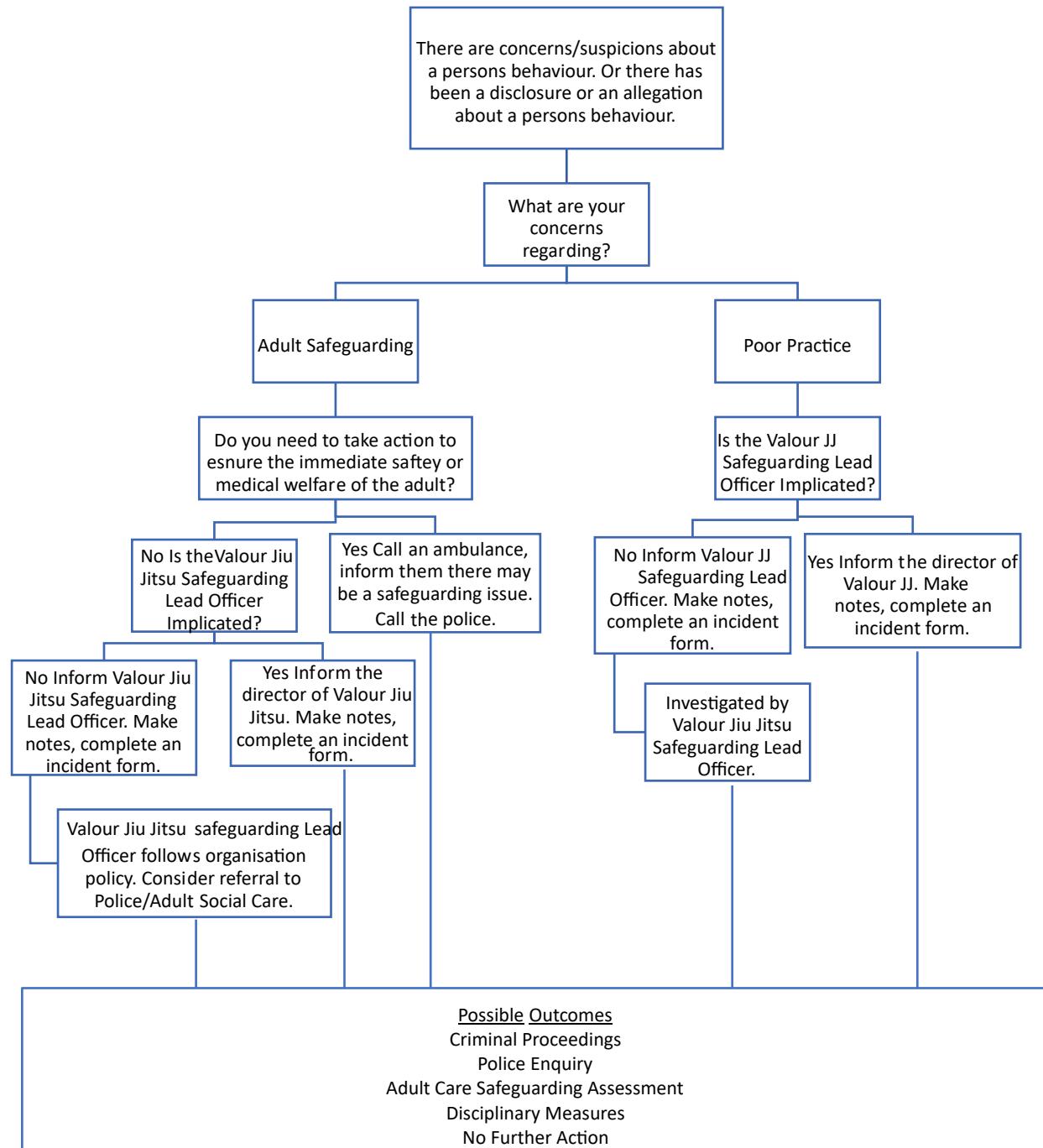
When reporting to the Safeguarding Lead Officer describe the circumstances in which the disclosure came about, take care to distinguish between fact, observation, allegation and opinion. Take care to maintain confidentiality where appropriate and only discuss information with your Safeguarding Lead Officer.

The Safeguarding Lead Officer will complete an incident form. Please see Safeguarding Adults Flowchart.



## 9. Safeguarding Adults Flow Chart

### Dealing with Concerns, Suspicions or Disclosure





## 10. Roles and Responsibilities

Valour Jiu-Jitsu Academy is committed to having the following in place:

- A Safeguarding Lead Officer- **Phoebe Robinson Rodrigues – Co Director**
- A clear line of accountability within the organisation for work on promoting the welfare of all adults.
- Procedures for dealing with allegations of abuse and poor practice against members of staff, club members and volunteers.
- A disciplinary panel will be formed as required for any incident meeting the threshold.
- Appropriate whistle blowing procedures and an open inclusive culture that enables safeguarding equality and diversity issues to be addressed.

## 11. Good Practice, Poor Practice and Abuse

Valour Jiu-Jitsu Academy personnel are responsible for recognising, identifying and escalating signs of poor practice and potential abuse.

### Good Practice

All professor and coaches of Valour Jiu-Jitsu Academy are required to-

- Adopt and endorse the Valour Jiu-Jitsu Academy Coaches Code of Conduct.
- Have completed appropriate Safeguarding Training.
- Have appropriate First Aid Training.
- Hold an enhanced DBS.

All members should-

- Aim to make the experience of Valour Jiu-Jitsu Academy fun and enjoyable.
- Promote fairness and playing by the rules.
- Not tolerate the use of prohibited or illegal substances.
- Treat all adults equally and preserve their dignity; this includes giving more and less talented members of the group similar attention, time and respect.



All professors and coaches should-

- Respect the development stage of each athlete and not risk sacrificing their welfare in a desire for team or personal achievement.
- Ensure that the training intensity is appropriate to the physical, social and emotional stage of the athlete.
- Work with adults at risk, medical adviser and their carers (where appropriate) to develop realistic training and competition schedules which are suited to the needs and lifestyle of the athlete, not the ambitions of others such as coaches, team members, parents or carers.
- Build relationships based on mutual trust and respect, encouraging adults at risk to take responsibility for their own development and decision-making.
- Always be publicly open when working with adults at risk-
  - Avoid coaching sessions or meetings where a coach and an individual athlete are completely unobserved.
- Avoid unnecessary physical contact with people. Physical contact can be appropriate so long as
  - It is neither intrusive nor disturbing.
  - The athlete has given permission openly.
  - It is delivered in an open environment.
  - It is needed to demonstrate during a coaching session.
- Maintain a safe and appropriate relationship with athletes and avoid forming intimate relationships with athletes you are working with as this may threaten the position of trust and respect between athlete and coach.
- Be an excellent role model by maintaining appropriate standards of behaviour.
- Gain the adult at risk's consent and where appropriate the consent of relevant carers, in writing to administer emergency first aid or other medical treatment if the need arises.
- Be aware of medical conditions, disabilities, existing injuries and medicines being taken and keep written records of any injury or accident that occurs, including details of treatment provided.
- Hold a valid first aid certificate.



## Poor Practice

The following are regarded as poor practice and should be avoided:

- Unnecessarily spending excessive amounts of time alone with an individual adult.
- Engaging in rough, physical or sexually provocative games, including horseplay.
- Allowing or engaging in inappropriate touching of any form.
- Using language that might be regarded as inappropriate by the adult and which may be hurtful or disrespectful.
- Making sexually suggestive comments, even in jest.
- Reducing an adult to tears as a form of control.
- Letting allegations made by an adult go un-investigated, unrecorded, or not acted upon.
- Taking an adult at risk alone in a car on journeys, however short.
- Inviting or taking an adult at risk to your home or office where they will be alone with you.
- Sharing a room with an adult at risk.
- Doing things of a personal nature that adults at risk can do for themselves.

If, during your care, an adult at risk suffers any injury, seems distressed in any manner, appears to be sexually aroused by your actions, or misunderstands/misinterprets something you have done, report these incidents as soon as possible to another adult, the coach or the Safeguarding Lead Officer in the club and make a brief written note of it.

## 12. Relevant Policies

This policy should be read in conjunction with the following policies:

- Valour Jiu-Jitsu Academy Safeguarding Procedures
- Valour Jiu-Jitsu Academy Child Protection and Safeguarding Policy
- Valour Jiu-Jitsu Academy Code of Conduct
- Valour Jiu-Jitsu Academy Health and Safety Policy
- Valour Jiu-Jitsu Academy Complaints and Disciplinary Policy



### **13. Further Information**

Policies procedures and supporting information are available on the Valour Jiu-Jitsu Academy Website. You can also get in touch with the Safeguarding Lead Office- Phoebe Robinson-Rodrigues via email [Info@valourjiujitsu.co.uk](mailto:Info@valourjiujitsu.co.uk)