



BRITISH TAEKWONDO

SAFEGUARDING ADULTS AT RISK POLICY

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This Safeguarding Adults at Risk Policy should be read in conjunction with the following related policies and procedures

Safeguarding Policy

Code of Conduct

Communications Policy including Social Media

Use of Photography and Film Images

Safer Recruitment Policy including Criminal Record Check Procedure

Complaints & Disciplinary Policy & Procedure

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SECTION 1 - Policy

1.1 Introduction & Aims

British Taekwondo wants to make sure that everyone involved in Taekwondo can do so in a safe and protected way. We need to ensure that everyone follows best practice and complies with the law. This policy identifies the steps that should be followed to protect adults at risk and how to deal with concerns that may arise.

1.2 Definitions

The adults referred to in this document are adults at risk using the definition from the Care Act 2014. This is defined as a person aged 18+ who:

- Has need for care and support (whether or not the local authority is meeting any of those needs) and
- Who is experiencing or is at risk of, abuse or neglect and
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect

An adult at risk is not exclusively someone with a disability although they themselves may be defined by one or more of the above descriptors.

Some examples of scenarios within taekwondo where an adult is at risk would be:

- An elite 18 year old athlete being groomed for sexual abuse by their coach
- A member being financially exploited by another club member
- A young woman confiding in her coach about a forthcoming holiday where she believes she will be married against her will
- A club insisting on receiving a parental consent form before taking a 20 year old participant with a mild learning disability on an away day trip
- A coach who regularly neglects the individual needs of disabled participants when training

Abuse is a violation of an individual's human and civil rights by another person or persons.

Adult safeguarding is protecting a person's right to live in safety, free from abuse and neglect.

Capacity refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity (Mental Capacity Act 2005).

Consent is a clear indication of a willingness to participate in an activity or to accept a service. Everyone should always be mindful of the need for adults at risk to consent to, and to be comfortable with, any proposed activity/service. Consent can be given verbally, by gesture, by willing participation or in writing.

It is important to remember that no one can give, or withhold, consent on behalf of another adult unless special provision for particular purposes has been made for this, usually in law. In certain situations, however, the need for consent can be overridden. This is generally when it is in the public interest to do so, for example, the disclosure of information to prevent a crime or risk to health or life.

The definitions of abuse for Adults at Risk include:

Physical Abuse	Includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions
Domestic Violence	Including honour-based violence, psychological, physical, sexual, financial and emotional abuse
Sexual Abuse	This includes rape and sexual assault or sexual acts to which the adult at risk has not consented or could not consent or was pressured into consenting
Psychological Abuse	This 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
Financial/material abuse	Including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
Modern Slavery	Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of servitude and inhumane treatment.
Discrimination	Is abuse which centres on a difference or perceived difference particularly with respect to any of the Protected Characteristics of the Equality Act 2010. Research tells us that bullying of vulnerable groups can be an issue in sport.
Organisational abuse	This is abuse which centres around routines and schedules which have been designed for the benefit of the organisation and not the individual.
Neglect and acts of omission	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.
Self-neglect	This covers a wide range of behaviour, including neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

1.3 Legislation and Guidance

There are many pieces of legislation and guidance relating to Adults at Risk which include:

- Human Rights Act 1998
- Equality Act 2010
- Data Protection Act 2018 (incorporating General Data Protection Regulations)
- Public Interest Disclosure Act 1998
- Sexual Offences Act 2003

England & Wales

- Care Standards Act 2000
- Domestic Violence, Crime & Victims (Amendment) Act 2012
- Mental Capacity Act 2005 including the Deprivation of Liberty Safeguards
- Safeguarding Vulnerable Groups Act 2006
- The Protection of Freedoms Act 2012
- The Care Act 2014 (England Only)

- Social Services & Wellbeing Act 2014 (Wales only)
- Making Safeguarding Personal Guide 2014

Scotland

- The Adult Support & Protection (Scotland) Act 2007
- Adults with Incapacity (Scotland) Act 2000
- Mental Health (Care and Treatment) (Scotland) Act 2003
- Public Bodies (Joint Working) Act 2014
- Protection of Vulnerable Groups (Scotland) Act 2007

Northern Ireland

- The Mental Health (Northern Ireland) Order 1986
- The Safeguarding Vulnerable Groups (Northern Ireland) Order 2007
- The Sexual Offences (Northern Ireland) Order 2008
- Adult Safeguarding: Preventing and Protection in Partnership

1.4 Principles

It is important for **everyone** to be alert to possible signs of abuse or neglect and acting on their concerns.

The 6 principles of safeguarding set out within the Care Act are as follows:

Principle	Definition	What does this look like in practice
Empowerment	People being supported and encouraged to make their own decisions and informed consent.	"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."
Prevention	It is better to take action before harm occurs.	"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."
Proportionality	The least intrusive response appropriate to the risk presented.	"I am sure that the professionals will work in my interest as I see them, and they will only get involved as much as needed."
Protection	Support and representation for those in greatest need.	"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."
Partnership	Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.	"I know that staff treat and personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."
Accountability	Accountability and transparency in delivering safeguarding.	"I understand the role of everyone involved in my life and so do they."

To add to this we believe that the following should apply:

- All adults regardless of age, gender, disability, culture, language, racial origin, religious beliefs or sexual identity have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.
- We will seek to ensure our sport is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
- The rights, dignity and worth of all adults will always be respected.
- We recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, in particular those adults with care and support needs.
- We all have a shared responsibility to ensure the safety and well-being of all adults and will act appropriately and report concerns whether these concerns arise within our sport for example inappropriate behaviour of a coach, or in the wider community or outside of it, perhaps through the action of a carer which is reported or observed by us.
- All allegations will be taken seriously and responded to quickly in line with this policy and procedure.
- We recognise the role and responsibilities of the statutory agencies in safeguarding adults and are committed to working with the procedures of the Local Safeguarding Adult Boards.

1.5 What to Do If You Have Concerns

British Taekwondo takes all allegations and concerns raised seriously. The information provided will be referred to the relevant authorities as necessary.

If you become aware or suspect that abuse or poor practice is taking place you must report it.

Remember – it is not your responsibility to decide whether or not an adult has been abused. It is however, everyone’s responsibility to respond to and report concerns.

If the person is at immediate risk then please call the Police on 999, otherwise your normal first point of contact will be your club’s Welfare Officer. You can also get advice from British Taekwondo’s Safeguarding & Compliance Manager on 07568 503791 or by emailing safeguarding@britishtaekwondo.org

Before raising your concern, remember it is good practice to seek the adult’s views on what they would like to happen next and to inform them that you will be passing on your concern.

You should also record your concerns and actions taken to date and forward via encrypted and password protected email to safeguarding@britishtaekwondo.org

1.6 Safer Recruitment of People Working with Adults at Risk

It is important that appropriate recruitment procedures are put in place when recruiting new volunteers and staff to work with adults at risk.

Clubs should be aware that this should include having full and clear job/role descriptions and interviewing potential applicants, even when filling a volunteer position. Coaches working solely with adults do not require a criminal record check but may do so if they are working with adults at risk.

1.7 Whistleblowing

British Taekwondo is committed to the highest standards of quality, openness, probity and accountability. This policy encourages coaches and volunteers to reveal and raise concerns over misconduct or malpractice within British Taekwondo enabling them to do so without fear of reprisal or victimisation even if it turns out the concerns (and regardless of the nature of the concern) were unfounded. It applies not only to employees but to contractors providing services and members of the national governing body.

If you have a concern about a dangerous practice, fraud or other illegal or unethical conduct which relates to the safeguarding of adults at risk, raise it first with the Safeguarding & Compliance Manager. This can be done verbally or in writing.

British Taekwondo will, as far as possible, respect confidentiality and treat disclosures in a confidential and sensitive manner. The identity of the individual making the allegation may be kept confidential so long as it does not hinder or frustrate any investigation. We would expect the individual who has raised the disclosure to co-operate fully with any investigation that involves other regulatory bodies such as the Police, Social Services, Health and Safety Executive etc.

It is a disciplinary matter to victimise a whistle-blower and for someone to maliciously make a false allegation.

1.8 Support for staff

British Taekwondo will provide full support and protect anyone who in good faith reports a concern that a colleague or volunteer is, or may be, abusing an adult at risk. Dealing with a disclosure may have an impact on the emotions and well-being of the staff involved and it is important that they seek help if they feel that they need support.

British Taekwondo requires all coaching staff to undertake appropriate training to support them with their role, including safeguarding awareness training, to ensure their practice is exemplary and to facilitate the development of a positive and pro-active attitude towards best practice and organisation wide implementation and embedding of a safeguarding culture.

British Taekwondo also requires all staff to read the policies and procedures of safeguarding and the code of conduct and sign to say they understand the expectations and will adhere to the policies.

1.9 Further Information

An excellent resource for Safeguarding Adults is the Ann Craft Trust.

www.anncrafttrust.org