



# **Safeguarding Adults Policy for The Peaceful Pony**

## **1. Introduction**

I. THE PEACEFUL PONY (the Company) is a company run for the following purpose:

The Peaceful Pony offers Equine Facilitated Learning. Its aim is to support the emotional well-being of children, young people and adults.

II. The Company is based at two sites working from:

Burnt Mills Road, North Benfleet Essex SS12 9JX

Brocklands, Stock lane, Ingatestone, Essex CM4 9PB

Company Number: 13078758

III. The Company has adopted this safeguarding Adult policy and expects every adult working or helping at THE PEACEFUL PONY CIC to support it and comply with it. Consequently this policy shall apply to all staff, managers, trustees, directors, volunteers, students or anyone working on behalf of the Company.

## **2. Purpose of the Policy**

I. This policy is intended to protect all Adults who receive any service from us,

II. The Company believes that no child or young person or adult should experience abuse or harm and are committed to the protection of children, young people and adults. This policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

### **3. Definition**

An Adult is anyone over the age of 18 years old. Adults that may be vulnerable or may need safeguarding may be at risk or abuse or neglect because of their needs for care or support. This may be due to mental illness, disability, age or illness or those who do not have capacity or ability to protect him/herself against significant harm or exploitation.

(Safeguarding Adults NHS England 2021 and ("Who Decides":1997, Lord Chancellor's department)

Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect.

### **4. Objectives**

- To provide an environment in which adults feel safe and valued.
- To ensure that members of The Peaceful Pony, staff and volunteers take responsibility to protect adults from harm at all times.
- To elect a member of The Peaceful Pony as the designated representative for all Adult matters, and to identify appropriate training opportunities for that member.
- To develop and adopt a set of guidelines/code of conduct for working with adults, which all members of The Peaceful Pony, staff and volunteers are aware of and adhere to.
- To exercise a *Duty of Care* and, when necessary, share information and/or concerns in a confidential manner with the appropriate outside agency e.g. Social Services.
- To ensure that all staff and volunteers who work with, or have responsibility for, adults undergo a Disclosure and Barring Service check (DBS).
- To ensure recruitment of volunteers includes a minimum of two character references to support an application.
- To develop a time specific induction period when all new staff and volunteers are introduced to guidelines for working with Adults and policy and procedures.
- To ensure volunteers are supervised during a designated probationary period with ongoing regular supervision opportunities.
- To review and update this policy and practice annually.

## **5. Abuse**

Abuse may be defined as the wrongful application of power by someone in a dominant position. It involves an imbalance of power and exploitation without full and informed consent. Abuse can take several different forms and may be a single act or repeated acts of

- **Physical abuse** – includes hitting, slapping, kicking, pushing, withholding or misuse of medication
- **Sexual abuse** – includes sexual assault and rape, or sexual acts where the vulnerable person has not (or could not give) given consent or was forced into consenting
- **Psychological abuse** - includes threats of harm, emotional abuse, humiliation, verbal abuse, intimidation, coercion, harassment, withdrawal of support, isolation and deprivation (physical and sensory)
- **Material / financial abuse** – includes fraud, theft, exploitation, financial transactions, misappropriation e.g. willed inheritance, property, benefits and possessions
- **Neglect & Acts of Omission** – includes ignoring physical care and medical needs, withholding basic living requirements e.g. adequate nutrition, safe and warm environment, withholding necessary medication and failure to provide access to appropriate health and social care services and / or educational services
- **Discrimination** – includes harassment and/or exclusion because of race, creed, culture, ability, gender and any slur deemed offensive and abusive.

## **6. Code of Conduct**

- Staff and volunteers treat all Adults with respect and sensitivity at all times.
- Staff and volunteers must ensure that the safety and dignity of those Adults in their care are maintained at all times.
- It is the duty of staff and volunteers to ensure that Adults in their care are aware that there are designated members of staff to help them with any worries and/or difficulties.
- All staff and volunteers should be made aware of the Safeguarding Adults *Policy*, and the *Duty of Care*, during induction and of the procedure to follow for reporting possible / alleged cases of abuse or harm.

## **7. Sharing Information**

### **Adults who attend our services may make disclosures.**

- Any disclosure of Abuse is to be alerted to the Designated Adult safeguarding officer.
- If volunteers/staff have concerns about the possible abuse of a
- adult, or where a disclosure has been made, this must be reported to a member of senior staff as a *Duty of Care* responsibility.
- An accurate written dated record of concerns, disclosures and any related incident(s) must be made by the volunteer/staff.
- The designated staff member will liaise with the relevant agencies and forward the record of concern for information. A copy should be kept on file to which designated staff members *only* have access.

*It is important for staff and volunteers to avoid making assumptions and discussing concerns indiscriminately.*

*Confidentiality, and respect for the adult(s) involved, is of the utmost importance.*

### **8. Volunteer recruitment**

- Volunteers who wish to work with vulnerable adults are required to obtain a Disclosure and Barring Service (DBS) check, which is valid for three years.
- As part of the recruitment process, volunteers will be required to complete an application form, supply two character references and attend for an interview (to be interviewed by two or more people, which includes an The Peaceful Pony CIC director).
- Volunteers will have a supervised probationary period of three months with regular supervision thereafter.

### **Induction & Training**

Volunteers will complete an induction period that will include training in:

- Guidelines for working with Safeguarding Adults
- Recognising different forms of abuse
- Guidelines on the process for recording concerns / disclosures
- Policies and procedures

### **9. Health and Safety Aspects of Safeguarding Children**

I. For all adults attending on a one to one or group basis for sessions, consent (verbal and written) will always be sought prior to sessions taking place. All Adults will be made aware of any particular risks and of the steps to be taken to minimise those risks. The Board will keep a record of all risk assessments.

It is assumed all Adults attending have Mental Capacity, however, if there are concerns a person does not sessions will not take place (group or one to one) and safeguards will be put in place.

II. If an Adult needs a carer, sufficient support and supervision will be discussed on a case-by-case basis. Risk assessments will be undertaken, and a record kept of this.

### **10. Prevention of Bullying**

We will not tolerate bullying by anybody of any age. If any incident of bullying should arise at the event, those involved will be separated immediately. The Board will review all incidents of bullying and assess the likely future risk to children. If appropriate, the Board will consider banning a child or adult from future events, but only in full accordance with the rules and procedures of the Company.

## **9. Photographing Children or Adults**

No photos will be taken or published of any adult attending an event or activity unless prior written permission is sought from a person with parental responsibility. If any person has any concerns regarding any person taking photos at an event or activity, that person should contact the Company immediately.

## **10. Managing Behaviour, Discipline and Acceptable Restraint**

**I.** Adults working with Adults at the Company events must never use any form of corporal punishment. If physical restraint is absolutely necessary to prevent injury to any person or to prevent serious damage to property, then the minimum necessary restraint may be used — but for that purpose only.

**II.** Unacceptable behaviour at the Company events will not be tolerated in any way

**III.** The Company may apply a further disciplinary sanction; namely the banning of the adults from one or more future events over the following 18 months. Any such sanction would be determined and applied by the following officer: **HOLLY LOCKWOOD-WADUGE.**

**IV.** An adult who is aggrieved by this ban may appeal to the Company who will hear the views of all relevant persons. The decision of the Company is then final. Any such appeals should be made to, and will be determined by the following officer: **HOLLY LOCKWOOD-WADUGE.**

## **11. Other Policies**

This safeguarding policy should be read together with the following policies and resources of the Company:

- Health and Safety  
Code of Conduct
- Client Safety Agreement
- Business plan
- Covid Standard Operating procedure

## **12. Legal Framework**

This policy has been drawn up in accordance with all relevant and applicable legislation and guidance available to the Company in the jurisdictions it operates within in the United Kingdom. Chiefly, this policy operates in accordance with the:

- The Care Act
- The Mental Capacity Act
- Deprivation of Liberty Safeguards
- Prevent/Chanel
- Domestic Violence and Abuse
- Female Genital Mutilation
- Human Trafficking
- Modern Slavery
- General Data Protection Regulation (GDPR)
- Data Protection Act 2018

### **13. Safeguarding Supervision**

Safeguarding supervision is a facilitative process that enables the supervisor and supervisee to reflect on, scrutinise, challenge and evaluate the work undertaken. This includes assessing risk and protective factors for the child in question as well as the strengths and areas for development of the practitioner (Warren 2018, NSPCC 2015).

Safeguarding supervision will be held for the Therapist and paid staff and volunteers working for The Peaceful Pony. This will be held as a group once a quarter and supervised by a Safeguarding Nurse who holds an NSPCC Safeguarding Supervision qualification.

An appropriate contract will be drawn up at each supervision, and child and families who The Peaceful Pony see will be discussed with non-identifiable information unless if is agreed appropriate to share. All actions and notes from the supervision will be held in line with the Data Protection Act and GDPR. It will be the responsibility of the therapist to take forward any actions from Safeguarding Supervision.

### **9. Monitoring**

This policy will be reviewed annually by The Peaceful Pony to ensure it remains fit for purpose.

The designated Safeguarding Adults officer is Holly Lockwood-Waduge Director of The Peaceful Pony CIC.

## **Additional support & Advice**

If you believe someone is in immediate danger, dial 999.

### **Call Adult Social Care**

Telephone: 0345 603 7630

Textphone: 0345 758 5592

Monday to Thursday, 8:45am to 5pm

Friday, 8:45am to 4:30pm

For out of hours queries contact the Emergency Duty Service.

Telephone: 0345 606 1212

You can also email the Adult Social Care team.

Email: [socialcaredirect@essex.gov.uk](mailto:socialcaredirect@essex.gov.uk)