

Policy Statement

Safeguarding Adults refers to a person who is 18 years of age or over, and who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him/herself, or unable to protect him/herself against significant harm or serious exploitation.

Safeguarding issues of concern may include:

- Physical abuse
- Domestic violence or abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse
- Modern slavery
- Discriminatory abuse
- Organisational or institutional abuse
- Neglect or acts of omission
- Self-neglect

Roundabout is committed to safeguard and protect the welfare of all its clients.

Roundabout fully recognises its responsibilities for safeguarding. For the purpose of this document 'Dramatherapist' includes all employed, freelance or volunteer Roundabout personnel working in a clinical capacity. Everyone working for Roundabout must be aware that the safety of the adults at risk involved in Roundabout's projects is given the highest priority. They should also be aware that any adult could be the victim of abuse or neglect, or be at risk of being abused or neglected.

Dramatherapists have responsibility towards keeping children and young people safe regarding their broad range of relationships. Concerns, related to their client, may also arise regarding the safety of care givers, family members and peers and these also fall under the scope of this policy.

Everyone working for Roundabout must be aware that the safety of the vulnerable adults involved in Roundabout's projects is our first priority. They should also be aware that any vulnerable adult could be the victim of abuse or be at risk of being abused and understand their duties to under the Safeguarding Vulnerable Groups Act 2006 (2006 Act).

Staff Recruitment

In terms of recruitment, an excellent awareness and understanding of safeguarding issues is considered to be an essential criteria for all Roundabout staff, and as such forms a part of the person specification, and application and interview process.

All dramatherapists working for Roundabout will be registered with HCPC and subject to an Enhanced DBS check in relation to their clinical work.

Roundabout makes applicants aware that for posts where an enhanced DBS is considered to be relevant and proportionate the provisions of Section 4.2 of the Rehabilitation of Offenders Act 1974 and the Rehabilitation of Offenders Act 1974 exceptions order 1975 do not apply. This means that the applicant is not entitled to withhold information about convictions or cautions which, for other purposes are 'spent' under the provision of the Act. Having a criminal record will not necessarily bar an individual from working with Roundabout. This will depend on the nature of the position and the circumstances and background of the offences.

Two references are always taken up for candidates who successfully complete the interview stage, with specific reference to the applicant's awareness of safeguarding.

Training and Induction

All Dramatherapists and Trustees will have completed safeguarding training prior to starting work with clients and in addition this will form part of their induction to the organisation. They are also required to complete regular refresher training every two years. Such training will be provided by a recognised external training provider identified and paid for by Roundabout as part of its commitment to ensure safeguarding.

Staff Responsibilities

The Designated Person in Roundabout, to whom all concerns regarding safeguarding should be reported, is Deborah Haythorne, CEO. In addition, Alison Kelly is the trustee with responsibility for Safeguarding. It is the responsibility of the Designated Person to record and to act upon or escalate all instances of alleged or reported safeguarding issues.

All Dramatherapists will be given the emergency contact details for Deborah Haythorne, and details of the Emergency Social Services Duty Officer for the location in which the project is based.

In addition, all Dramatherapists should have identified the Designated Person at each centre/home where projects involving adults at risk take place, and be aware of their obligation and the procedure to report any safeguarding issues within that setting.

Recording and reporting Procedures

As most of Roundabout's work with adult at risk takes place within the framework of another organisation, a fundamental element of Roundabout's Safeguarding Adults at Risk (SAR) is that Roundabout will not facilitate projects with such an organisation unless they have a suitable policy in place. It is part of the responsibility of the senior manager and Dramatherapists setting up a project that they access and read the host organisation's Safeguarding policy and ensure that the host organisation has had access to Roundabout's policy.

If Roundabout is running a project with an individual or group where no governing body is involved then Roundabout will follow its own SAR which will be made available to the service purchaser.

Actions required by the clinical practitioner who has become aware of a possible safeguarding issue:

- The Dramatherapist must always pay careful attention to what an adult at risk is communicating. If this should raise safeguarding concerns, all such details will need to be reported and the client will be made aware of this fact.
- Careful records must be kept for all relevant sessions, and stored in accordance with GDPR requirements. Notes regarding any disclosure should be factual, as verbatim as possible and non-interpretative.
- The Dramatherapist must immediately report any safeguarding issues to their Roundabout clinical supervisor. The supervisor will then discuss with them the appropriate action, including escalating to the Designated Person both within Roundabout and at the home/centre where the adult at risk is based.
- Where working within the framework of another organisation the Dramatherapists should follow any requirements additional to those of the Roundabout SAR.
- Roundabout's Dramatherapists should not investigate any possible safeguarding issue themselves. This will be done by the authorities, once the concerns have been reported.
- If a Dramatherapist has concerns about the organisation within which they are working they must report these to the Roundabout Designated Person who will investigate further, which might include contacting the appropriate authority such as Managers of homes, Social Services, CQC or the police.
- If a safeguarding situation means that an adult at risk is in immediate danger, then the Dramatherapist should call 999 or phone the local social services.
- Roundabout's Dramatherapists must not comment on a possible Safeguarding case except through official channels.

GDPR – Amendment re Safeguarding

Roundabout acknowledges that a safeguarding amendment (85) to the Data Protection Bill adopted by the House of Commons Public Bill Committee on 13

March 2018, allows for the processing of special category personal data – without consent if the circumstances justify it – where it is in the substantial public interest, and necessary for the purpose of protecting an individual from neglect or physical, mental or emotional harm or protecting the physical, mental or emotional well-being of an individual where that individual is a child or an adult at risk.

The Prevent duty

Under section 26 of the Counter-Terrorism and Security Act 2015, Roundabout is mindful of the 'Prevent duty' which highlights the need to prevent people from being drawn into terrorism.

A core element of the Prevent Duty is ensuring that Roundabout Dramatherapists are appropriately trained to correctly recognise the signs that someone is at risk of radicalisation, which may increase their risk of engagement with terrorism.

Team members should be aware of, and be able to locate available support, including the Channel Programme, where necessary. In addition, team members should be able to:

- Correctly recognise exploitation of vulnerable individuals who have been or are at risk of being radicalised
- Understand the organisational policies, escalation procedures and processes in place through which they can raise concerns and share information, and who to contact
- Balance client confidentiality with their professional duty to safeguard against the risk of radicalisation
- Regularly refresh their Prevent knowledge and understanding.

As a minimum, all Dramatherapist must undertake basic Prevent awareness training as part of a mandatory e-learning or safeguarding training.

Professional judgement will always need to be exercised in assessing a person's vulnerability to becoming radicalised. To support this, the following indicators, which are based on interviews with individuals convicted of terrorist offences, are aimed to support professionals to identify those who are at risk of radicalisation. These factors may include, but are not limited to, the following:

- Behaviour becoming increasingly centred on an extremist ideology, group or cause.
- Loss of interest in other friends and activities not associated with an extremist ideology, group or cause.
- Identifying another group as threatening what they stand for and blaming that group for all social or political ills.
- Expressing attitudes that justify offending on behalf of the cause or ideology.
- Condoning or supporting violence or harm towards others.

This duty sits alongside the broader safeguarding issues Roundabout has outlined above, especially in terms of risk assessment and working in partnership with key school staff.

Safeguarding and Dramatherapy

Roundabout's Dramatherapists are particularly well placed, by virtue of the one to one and small group work, and because of their therapeutic training, to observe signs indicative of safeguarding issues.

In a dramatherapy session, the therapist may become aware of potential concerns, expressed verbally or non-verbally, directly or indirectly (for example, through metaphor, symbols and stories) within the context of the therapeutic relationship.

Only qualified Dramatherapists, registered with HCPC, will take the lead on our Dramatherapy projects.

Safeguarding Allegation against member of Roundabout staff

If there is a safeguarding complaint against a Roundabout Dramatherapist, this should be reported immediately to Roundabout's Designated Person. It will be investigated with all parties concerned.

Actions to be put in place to address the concern may include:

- Further investigation
- Immediate cessation of the therapeutic intervention with the client or the home/centre concerned
- Escalation involving Roundabout's disciplinary procedure
- Escalation involving the authorities including: police, CQC and/or Social Services
- Reporting of the incident to Independent Safeguarding Authority (ISA) & HCPC

Additional Relevant Policies

Policies to be read in conjunction with this policy include:

- Capability procedure
- Clinical data and confidentiality policy
- Comments Compliment and complaints Policy
- Disciplinary Procedure
- Recruitment Policy (including recruitment of Ex-Offenders)
- Safeguarding of Children and Young People

Last reviewed: February 2020

Date of next review: February 2022