



## Portsmouth Joggers Club

### Safeguarding Adults Policy

*The rights, dignity and worth of all adults will always be respected.*

#### Document History

Author / Owner	Revision Number	Date	Amendments
S Clarke	DRAFT Original Version 1	03/05/2021	
S Clarke	Draft Version 2	08/05/2021	Standardised terminology for adults at risk
S Clarke	Draft Version 3	09/05/2021	Changes to grammar
S Clarke	Draft Version 4	24/02/2025	Updated wording in section 6

This policy will be reviewed every two years or sooner in the event of legislative changes or revised policies and best practice.

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## 1. Policy Statement

Portsmouth Joggers Club (PJC) is committed to meet and maintain their legal and moral obligations to ensure a duty of care to all adults at risk, to safeguard their welfare and to ensure they can participate in a safe and enjoyable club environment.

Key principles:

- The welfare of the adult is paramount.
- All adults have the right to protection from abuse
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- All members of PJC understand and accept their responsibility to report concerns to the appropriate club officer.

This safeguarding policy will be actively promoted to club members and published on the club's website. Any club member, carer or member of the public that is concerned that the standards outlined in this policy are not maintained should report this immediately as outlined in section 8 of this document.

## 2. Roles and Responsibilities

All Committee Members, Coaches, Leaders, and members of the club have a responsibility to uphold the club welfare policies and procedures, to adhere to good practice and to respond to any suspected breaches.

PJC is committed to have a minimum of two Welfare Officers in place who will produce and disseminate guidance and resources to support this policy.

## 3. Overarching Principles

The guidance given in this policy is based on the following six principles which underpin safeguarding of adults as set out in the Care Act (2014):

- **Empowerment** - People are supported and encouraged to make their own decisions and informed consent.
- **Prevention** – It is better to act before harm occurs.
- **Proportionality** – Take the least intrusive response appropriate to the risk presented.

- **Protection** – Support and represent those in greatest need.
- **Partnership** – Everyone has a part to play in preventing, detecting, and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding.

PJC will seek to ensure that the club is inclusive and make reasonable adjustments for any ability, disability, or impairment, we will also commit to continuous development, monitoring and review.

PJC recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs.

PJC recognises that a disabled adult may or may not identify themselves or be identified as an adult 'at risk'.

We all have a shared responsibility to ensure the safety and wellbeing of all adults and will act appropriately and report concerns whether these concerns arise within PJC for example regarding inappropriate behaviour of a leader, or in the wider club community. All allegations will be taken seriously and responded to quickly in line with this policy. PJC recognises the role and responsibilities of the statutory agencies in safeguarding adults and is committed to complying with the procedures of the Local Safeguarding Adults Boards (see useful information section 6).

#### **4. Guidance and Legislation**

The practices and procedures within this policy are based on the principles contained within the following UK legislation and Government Guidance:

- 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 Data Protection Act 1994, 1998 and the General Data Protection Regulations 2018.

#### **5. Definitions**

To assist working through and understanding this policy several key definitions are

provided:

- **Adult at Risk** is a person aged 18 or over who needs care and support regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect.
  - In recent years there has been a marked shift away from using the term 'vulnerable' to describe adults potentially at risk from harm or abuse.
- **Abuse** is a violation of an individual's human and civil rights by another person or persons. Types of abuse as defined by The Care Act 2014 can be found in Appendix 1.
- **Adult** is legally defined as anyone aged 18 or over.
- **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 (MCA 2005).
- **Group Leader** is a club member who has completed and kept up to date the England Athletics (EA) 'Leader in Running Fitness' course.
- **Coaches** are club members, or others who have completed and maintained an EA 'Coach in Running Fitness qualification'.

## 6. Recruitment and Training

In line with EA guidance, the club will:

- Ensure club Welfare Officers, Group Leaders and coaches have undergone DBS clearance, as required
- Ensure the club Welfare Officer(s) are appropriately trained as per [EA The role of a Club Welfare Officer](#)
- Ensure coaches and leaders complete the EA Safeguarding in Athletics Online Education Resource. This can be accessed by booking online through [Athletics Hub](#).
- Ensure a record of DBS clearance and safeguarding training can be accessed by relevant committee members as required

All group Leaders and Coaches will complete the appropriate EA [Leadership in Running Fitness](#) course or EA [Coach in Running Fitness](#) course.

## **7. What to do if you have a concern or someone raises a concern with you**

If you are concerned someone is in immediate danger, contact the police straight away. Being mindful of the need for confidentiality, make a note of what the person has said using his or her own words as soon as possible. Complete a PJC incident form and submit to one of the club Welfare Officers explaining to the person(s) involved that it is your duty to do this. It is important when considering your concern that you also consider the needs and wishes of the person at risk and the nature of the alert. All club members, Coaches, Leaders, and Committee Members have a responsibility to report any concerns about the welfare of an adult at risk, using the EA '[Reporting Safeguarding concerns with the athletics environment](#)' flowchart.

## **8. Breaches of this Policy**

If any member or individual associated with PJC in any capacity, feels there have been breaches of this safeguarding policy, they should discuss with one of PJC Welfare Officers. If the matter is not resolved, any individual involved at any level of the sport of athletics can raise concerns with UK Athletics for investigation as outlined in the [EA Whistleblowing Policy](#).

## **9. PJC Welfare Officers**

The role of the PJC Club Welfare Officers with regard to effective Adult Safeguarding is to promote best practice throughout the club and will deal with poor practice concerns in accordance with appropriate guidance.

## **10. Useful Information and References**

### **Local Government Safeguarding Adults Boards:**

- Hampshire Safeguarding Adults Board - [Hampshire Safeguarding Adults Board | Working together to safeguard adults at risk \(hampshiresab.org.uk\)](#)
- Portsmouth Safeguarding Adults Board - [Portsmouth Safeguarding Adults Board \(portsmouthsab.uk\)](#)

**Sexual Offences Act 2003** <http://www.legislation.gov.uk/ukpga/2003/42/contents> - The Sexual Offences Act introduced several new offences concerning vulnerable adults and children.

**Mental Capacity Act 2005** <http://www.legislation.gov.uk/ukpga/2005/9/introduction> - Its general principle is that everybody has capacity unless it is proved otherwise, that they should be supported to make their own decisions, that anything done for or on behalf of people without capacity must be in their best interests and there should be least restrictive intervention.

### **Safeguarding Vulnerable Groups Act 2006**

<http://www.legislation.gov.uk/ukpga/2006/47/contents> - Introduced the new Vetting and Barring Scheme and the role of the Independent Safeguarding Authority. The Act places a statutory duty on all those working with vulnerable groups to register and undergo an advanced vetting process with criminal sanctions for non-compliance.

### **Deprivation of Liberty Safeguards**

<https://www.gov.uk/government/collections/dh-mental-capacity-act-2005-deprivation-of-liberty-safeguards> - Introduced into the Mental Capacity Act 2005 and came into force in April 2009.

Designed to provide appropriate safeguards for vulnerable people who have a mental disorder and lack the capacity to consent to the arrangements made for their care or treatment, and who may be deprived of their liberty in their best interests to protect them from harm.

**Disclosure & Barring Service 2013** <https://www.gov.uk/government/organisations/disclosure-and-barring-service/about> - Criminal record checks: guidance for employers - How employers or organisations can request criminal records checks on potential employees from the Disclosure and Barring Service (DBS). DBS Update Service can be found at [www.gov.uk/dbs-update-service](http://www.gov.uk/dbs-update-service) The

### **Care Act 2014 – Statutory Guidance**

<http://www.legislation.gov.uk/ukpga/2014/23/introduction/enacted> - The Care Act introduces new responsibilities for local authorities. It also has major implications for adult care and support providers, people who use services, carers, and advocates. It replaces No Secrets and puts adult safeguarding on a statutory footing.

### **Making Safeguarding Personal Guide 2014**

<https://www.local.gov.uk/sites/default/files/documents/Making%20Safeguarding%20Personal%20-%20Guide%202014.pdf> - This guide is intended to support councils and their partners to develop outcomes-focused, person-centred safeguarding practice.

## Appendix 1: Types of abuse and neglect - definitions from The Care Act 2014

This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour or issue which could give rise to 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. In athletics this could be a player whose appearance becomes unkempt, does not wear suitable sports kit and deterioration in hygiene.
- **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 abuse, servitude, and inhumane treatment. In athletics you may notice that a participant has been missing from training sessions and is not responding to reminders from team members or coaches.
- **Domestic Abuse** – including psychological, physical, sexual, financial, and emotional abuse. It also includes so called 'honour' based violence. Sport may notice a power imbalance between a participant and a family member. For example, a participant with Downs syndrome may be looking quiet and withdrawn when their brother comes to collect them from sessions, in contrast to their personal assistant whom they greet with a smile.
- **Discriminatory** – discrimination is abuse which centres on a difference or perceived difference particularly with respect to race, gender, or disability or any of the protected characteristics of the Equality Act. This could be the harassing of a club member because they are or are perceived to be transgender.
- **Organisational Abuse** – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice because of the structure, policies, processes, and practices within an organisation. In athletics this could be training without a necessary break.
- **Physical Abuse** – includes hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions. This could be a coach intentionally striking an athlete.
- **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. This could be a fellow athlete who sends unwanted sexually explicit text messages to a learning-disabled adult they are training alongside.

- **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. This could be someone taking equipment from an athlete with dementia.
- **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. This could be a coach not ensuring athletes have access to water.
- **Emotional or 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. This could be an athlete threatening another athlete with physical harm and persistently blaming them for poor performance.

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 to do it.
- **Forced Marriage** - forced marriage is a term used to describe a marriage in which one or both of the 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** - a ‘mate crime’ as defined by the Safety Net Project is ‘when people at risk 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. In recent years there have been several Serious Case Reviews relating to people with a learning disability who were murdered or seriously harmed by people who purported to be their friend.

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