



Safeguarding (General)

Taraki Wellbeing Ltd
JANUARY 2025

Introduction

Taraki is committed to ensuring the welfare and protection of children and vulnerable adults involved in our activities and services.

This Safeguarding Policy and Procedure outlines our approach to safeguarding, the responsibilities of staff and volunteers, and provides information on reporting concerns and accessing support. All individuals associated with Taraki must familiarise themselves with this policy and adhere to its guidelines.

Definitions

For the purpose of this policy, safeguarding is defined as action to prevent abuse or to protect persons thought to be at risk of abuse or neglect or actions that violate their human and civil rights.

Children: Individuals under the age of 18 years.

Vulnerable adults: Individuals who are over 18 years of age and are or may be in need of community care services due to age, disability, or other factors, and are unable to protect themselves from harm or exploitation.

Because of the above we take a radical approach to safeguarding: we do not define specific individuals as "at risk" or "vulnerable" due to their racial, sexual, gender identity, age or disability status or the intersections of all of those. Instead, we treat people as complex individuals on their own journey. We aim to safeguard everyone we work with.

Key Principles

We are committed to anti-discriminatory practice. We are actively seeking to minimise the risk to children and adults presented by the work we undertake and to report abuse and neglect.

However, before jumping to conclusions about someone based on their identity, we will use the principles of discernment (to listen and know when to speak and when to remain quiet) and positionality (to understand who you are in relation to the other person).

We will ensure we set up professional and healthy relationships to the children and adults we work with; in doing so we lay the groundwork for creating safer spaces that will allow us to safeguard everyone including our own team and selves. We will remind ourselves why we are doing this work, and we will treat people as complex individuals, trying to see them holistically, even if they cause harm. We aim to approach everyone with openness and curiosity rather than judgement.

Taraki is committed to the following key principles:

Safeguarding: Ensuring the welfare, safety, and protection of children and vulnerable adults involved in our activities.

Prevention: Taking proactive measures to prevent harm and abuse.

Empowerment: Promoting the rights, choices, and voices of children and vulnerable adults.

Partnership: Collaborating with appropriate agencies, organisations, and individuals to safeguard and support those at risk.

Confidentiality: Handling all safeguarding concerns sensitively and maintaining confidentiality where appropriate, in line with legal obligations.

Responsibilities

Board of Directors:

The Board of Directors is responsible for ensuring that the Safeguarding Policy and Procedure is implemented effectively, reviewing it periodically, and allocating necessary resources to support its implementation.

Designated Safeguarding Lead (DSL):

The DSL is responsible for overseeing all safeguarding matters within the Trust. The current DSL is Shuranjeet Singh Takhar. Their contact details are as follows:

- Name: Shuranjeet Singh Takhar
- Position: Designated Safeguarding Lead
- Contact number: 07730573428
- Email: Shuranjeet@taraki.co.uk

Deputy Designated Safeguarding Lead (DDSL):

Name: Taimur Ahmed

- Position: Designated Safeguarding Lead
- Email: taimour@taraki.co.uk

Staff and Volunteers:

All staff and volunteers have a responsibility to familiarise themselves with this policy, report concerns to the DSL, and adhere to Taraki's safeguarding procedures.

Recognising Abuse

Detailed definitions are included in basic safeguarding training provided to members of staff and volunteers

- Physical Abuse
- Emotional Abuse (For an adult at risk psychological abuse)
- Sexual Abuse
- Neglect

The following definitions of abuse also apply to Adults

- Financial and Material Abuse
- Discrimination
- Institutional Abuse

Signs of abuse may include, but are not limited to:

- Unexplained injuries or bruises.
- Changes in behaviour, mood, or demeanour.
- Withdrawal or fear in the presence of certain individuals.
- Unexplained financial transactions or sudden changes in financial circumstances.
- Neglect or failure to provide essential care or support.
- Inappropriate or non-consensual sexual behaviour.

Responding to Abuse

How might you recognise or become aware of abuse? Recognising abuse is not easy, and it is not your responsibility to decide whether abuse has taken place or if an individual is at significant risk. You do have the responsibility however to raise any concerns you may have, and all complaints, allegations, or suspicions must be taken seriously. Please remember that sometimes raising awareness can be more harmful to the individual so act carefully and speak to the team before contacting a third party. Always question your intentions and ask for consent if possible!

You may become aware of abuse by:

- A child or adult telling you
- Someone else reporting that a child or adult has told them or that they strongly believe that they have received some form of abuse.
- An individual might show some signs of physical injury for which there appears to be no satisfactory explanation.
- An individual's behaviour may indicate that it is likely that she or he is being abused.
- Observing one child or adult abuse another.

Code of Conduct - In all cases:

- Take action to ensure that further harm cannot occur.
- If the person is physically injured or in need of immediate medical attention, consider calling an ambulance or the person's own doctor.
- If the abuse amounts to a criminal offence, the Police should be contacted and any physical evidence preserved.
- Reassure the child, young person or adult that their account will be listened to and taken seriously.
- Note what the child, young person or adult and any other witness tells you, using the exact words spoken & write it down, making a note of the time and date.
- Report the details to a team member or Josephine Reichert as soon as possible - do not delay.

Code of Conduct - Do not:

- Ask the child, young person or adult leading questions about the alleged abuse and avoid intrusive questioning.
- Promise that you will not share information - you have a responsibility to disclose information to those who need to know.
- Assume that someone else will recognise and report when children, young people or adults. If the behaviour of another member of staff, a volunteer, relative or another service user causes you concern - don't ignore it - report it as soon as possible.

Staff and volunteers should not try to investigate whether or not a child or adult has been abused. This responsibility lies with children's/adult social care and the police. The staff member or volunteer should tell the person in charge (and/or Josephine Reichert) about their concerns. If the person in charge does not feel that there is any cause for concern, but a staff member or volunteer disagrees, the concerns must be passed on to the relevant safeguarding agency.

Safeguarding is the individual responsibility of each person - if any person remains concerned about a child or adult protection issue, the concern must be reported.

If you are suspicious about a particular person, do not try to question them yourself.

Responding to Allegations of Abuse against a Member of staff

- Any suspicion, allegation or actual abuse of a child or adult by a member of staff must be reported as soon as possible.
- On being notified of any such matter Taraki shall take such steps as considered necessary to ensure the safety of the individual in question and any other individual who might be at risk.
- The allegation shall be dealt with urgency and seriousness.
- If an allegation is made about a member of staff or a volunteer, this will be referred to the Board who will make enquiries.

If an allegation is made about a member of staff or a volunteer, or for any other reason suspicion falls on a member of staff or a volunteer, Taraki will follow the advice of the police and social care until the enquiries are complete.

It may be necessary to suspend the staff member or volunteer from involvement in any contact with children or adults to safeguard the welfare of children and adults. This does not mean that the person is guilty.

Taraki recognises that the member of staff or volunteer may need for support at this time and will help them to identify suitable sources of support.

When suspicion falls on a staff member or volunteer

There are three possible outcomes:

- It may be proved that the person has abused one or more children/adults or put one or more children/adults at risk of harm,
- It may be proved that the person is not guilty of abuse, or
- The enquiries may be inconclusive, leaving suspicion, but no proof about the person's behaviour.
- The last of these possibilities always raises sensitive issues and it is important that you consider how you would deal with it.
- If suspicion falls on the person to whom you would normally report their concerns, please speak to a director of Taraki but do not challenge the individual directly.

Recording and Reporting Information

A full record should be made as soon as possible of the nature of the allegation and any other relevant information including:

- The date and the time
- The place where the alleged abuse happened
- The name of the complainant and, where different, the name of the individual who has allegedly been abused and any other names mentioned
- The nature of the alleged abuse
- Description of any injuries observed
- The account which has been given of the allegation
- Making sure you sign and date it

Following an allegation, all details of the report and actions taken after shall be made by the designated member of staff including the above plus:

- Parties who were involved
- Any action taken by the school or venue organisation to investigate the matter further
- Any further action e.g suspension of worker
- Where relevant, reasons why there is no referral to a statutory agency
- Names of persons reporting and whom reported

The record should be clear and factual as it may be needed as evidence in court. Copies of reports, notes etc will be kept securely at all times and kept for a period of six years.

Co-operating with Safeguarding enquiries

Safeguarding enquiries are carried out by social care and the Police, usually acting together. Staff and volunteers are expected to co-operate with safeguarding enquiries, as far as is reasonable within the role of the organisation and of the staff member or volunteer.

Social care and the Police may not be clear about the agency's role and purpose. Staff and volunteers can and should question any request that seems inappropriate.

Any staff member or volunteer who suspects or witnesses abuse or neglect must follow the following procedure:

- Report concerns immediately to DSL or designated deputy.
- Record factual observations and any relevant information.
- Preserve confidentiality and share information only with those who need to know.
- Do not confront the alleged abuser or discuss suspicions with anyone other than the designated safeguarding personnel.

The DSL or designated deputy will:

- Assess the concern and determine if immediate action is required to ensure the safety and well-being of the individual.
- Consult with relevant agencies, such as the local authority or police, as necessary.
- Keep records of all actions taken, including decisions made, and maintain confidentiality.
- Support the individual and their family in accessing appropriate services and guidance.

External Reporting and Support

Local Authority Designated Officer (LADO): If there are concerns that a child or vulnerable adult may be at immediate risk of harm or abuse, the DSL should contact the Local Authority Designated Officer (LADO) for advice and to report the concern. Local Authority Designated Officer (LADO) contact details: Call 0121 675 1669 or email: ladoteam@birminghamchildrenstrust.co.uk

Local Safeguarding Children/Vulnerable Adults Board: The DSL should also notify the Local Safeguarding Children Board (LSCB) or Local Safeguarding Adults Board (LSAB) of any concerns if necessary: call 0121 303 1234 or email: CSAdultSocialCare@birmingham.gov.uk

Adult Social Care Contact Centre staff will look at referrals made online from Monday to Friday, 9am to 5pm. If the referral being made is urgent and needs to be responded to when Adult Social Care staff are not routinely available, please contact the Out of Hours team on 0121 464 9001 or email AMHPoutofhours@birmingham.gov.uk.

If the concern is an emergency, or if someone is in immediate danger, you should contact the Emergency Services by calling 999.

Police: In cases of immediate danger or criminal activity, the DSL should contact the police by dialling emergency services (999) or the non-emergency number (101) as appropriate.

NSPCC Helpline: 0808 800 5000 or emailing help@NSPCC.org.uk Due to an increase in demand across NSPCC service, the voice Helpline is currently available 10am–2pm Monday to Friday.

You can still email help@NSPCC.org.uk at any time for free. If you think a child is in immediate danger, please call the police on 999 straight away.

Age UK (for advice and support for older adults):
0800 678 1602 Lines are open 8am-7pm, 365 days a year.

Hourglass (for advice regarding elder abuse):
0808 808 8141- 24/7 service

Refuge: 24-hour National Domestic Abuse Helpline:
0808 2000 247

Position of Trust: If your enquiry is about someone who is in a POSITION OF TRUST please phone 0121 303 6906. You can find out more about people in a position of trust through www.bsab.org/how-to-report-abuse

Other teams and contacts: please be aware that you can also contact directly the hospital social work teams, the mental health social work teams and Birmingham Institute for the Deaf (BID) where they are the appropriate team for the person you are concerned about.

For contact details visit www.bsab.org/how-to-report-abuse

Training and Awareness

Training: Taraki will provide regular safeguarding training and awareness sessions for all staff and volunteers to ensure they are equipped with the knowledge and skills necessary to safeguard children and vulnerable adults effectively.

Monitoring and Review

This Safeguarding Policy and Procedure will be reviewed annually or as required, in light of any legislative or procedural changes, to ensure its ongoing relevance and effectiveness.

Change Log

Date of Change: 1/6/2023

Changed By: Shuranjeet S Takhar

Comments: Drafted and Approved by Directors

ate of Change: 1/10/2025

Changed By: Shuranjeet S Takhar

Comments: Drafted and Approved by Directors