

Safeguarding Adults International Dance Teachers' Association Policy

At The International Dance Teachers' Association we are committed to safeguarding adults with care and support needs and will not tolerate any form of abuse or neglect of any adult. We recognise our duty as defined in the Care Act 2014 to safeguard individuals, promote their wellbeing and wherever possible consider their views, wishes, feelings and beliefs whilst doing so.

We will take appropriate steps to safeguard any adult who is believed to be at risk or experiencing abuse or neglect and will ensure all safeguarding actions we take allow adults the freedom to make their own choices and will include them in all decision making.

All adults have a right to live free from harm and abuse, some may find it hard to get the help and support they need or may be unable to protect themselves from harm and abuse. We recognise our responsibility to support these individuals to receive the safeguarding support they need.

An adult is anyone of 18 years and over.

All staff, volunteers, contractors and anyone else working for or on behalf of the IDTA have a strict duty never to subject an individual to any form of harm or abuse.

Failure to adhere to these procedures will be treated as gross misconduct.

Individuals can view our policy and a copy will always be kept at IDTA head office, at all major events and here on the IDTA website [Safeguarding - International Dance Teachers' Association \(idta.co.uk\)](https://www.idta.co.uk/safeguarding)

Designated safeguarding Lead:

The designated safeguarding Lead (DSL) within our organisation is our safeguarding consultant, Victoria Race. The DSL work with the IDTA CEO and / or President who will make all final safeguarding decisions regarding the IDTA.

The Designated Safeguarding Lead will advise members of staff and visitors to the IDTA or at IDTA events on best practice and expectations. They will be responsible for the monitoring and recording of any safeguarding concerns and for ensuring that all concerns are shared with the appropriate statutory authorities.

All staff, contractors and volunteers should be made aware of this policy and should be able to demonstrate their roles and responsibilities for safeguarding and promoting the wellbeing of individuals, including how to raise concerns with both Adult Social Care and the Police.

Staff, volunteers and contractors shall be made aware of this policy through its availability on the IDTA members website, a copy being present at IDTA events and at headquarters and through safeguarding information and resources being provided by the IDTA.

Safeguarding adults:

‘Safeguarding adult’s means protecting an adult’s right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and the experience of abuse or neglect, while at the same time making sure that the adults wellbeing is promoted including, where appropriate having regard for their views, wishes, feelings and beliefs in deciding on any action.

This must recognise that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances.’
(Care and Support Statutory Guidance 2017.)

All safeguarding work should be underpinned by an ethos of empowerment, prevention, proportionality, protection, partnership and accountability.

The Care Act sets out a duty for any adult who:

- Has care and support needs (whether or not these are known to the local authority where they reside)
- Experiencing or is at risk of experiencing abuse or neglect and
- Is unable to protect themselves due to their care and support needs.

Any safeguarding action should be person lead and outcome focuses. We should help the individual to receive the kind of help and support that is right for them.

Overview of responsibilities:

All staff, contractors and volunteers must report all concerns to the designated safeguarding Lead via safeguarding@idta.co.uk at the nearest available opportunity.

If appropriate using the raising a concern form in the IDTA members section of the website to do so.

It is the responsibility of all staff, contractors and volunteers working for or on behalf of the IDTA to take steps to protect adults with care and support needs where they are unable to do so for themselves. It is the responsibility of all staff, contractors and volunteers to take reasonable steps to protect people from harm and abuse while in contact with the IDTA and to report any incident of or suspicion of abuse to the Designated Safeguarding Lead or in their absence to the appropriate statutory authority.

All staff, volunteers or contractors who have regulated contact with people with care and support needs are required to hold a valid, clear DBS check or other appropriate police check.

Consent and information sharing:

Issues of consent are essential to effective safeguarding practice. Additional consent must be sought for any activity that is out of the usual parameters of our work and appropriate organisational guidance shall be provided to ensure those consenting have clear and transparent information on what they are consenting to. Abuse and neglect are no exception to this. Before making a referral to Adult Social care consent must be sought. Adult safeguarding Process is a consent-based process and support cannot be provided for an individual who doesn't want it.

Conversations about consent must be recorded.

Consent need not be sought, and action should be taken, where:

- There is immediate risk to that individual or others, often known as a public protection issue.
- Asking for consent is at that time unsafe
- The individual lacks the mental capacity to consent therefore you do so on their behalf.

Any information shared will be relevant, necessary and proportionate. You must record your decision and the reasons for it, whether or not you choose to share information.

If you share you should record what you shared and who you shared with. Staff, contractors and volunteers must be aware there are many barriers for individuals who may wish to share experience of abuse or neglect to seek help and support. Patience and reassurance are essential.

The Mental Capacity Act 2005:

The MCA (Mental Capacity Act) is a legal framework which protects people who may lack capacity to make decisions themselves. The presumption is that adults have mental capacity to make informed choices about their safety and how they live their lives. Mental Capacity and a person's ability to give informed consent are at the heart of decisions and actions taken under this policy.

A person's ability to make a decision may be affected by duress and undue influence.

Adults with capacity would normally make their own informed decision as to whether they consented to be involved in the adult safeguarding process. If it is reasonably believed that the decision is being made because of threats or coercion expert advice should be sought.

Seeking medical attention:

If anyone has a physical injury, and there are concerns of abuse, medical attention should be sought immediately. Any safeguarding concerns should be shared with ambulance or hospital staff and then must be reported to Adult social care. Nothing should be allowed to delay urgent medical treatment.

Abuse and Neglect:

Our duty to safeguard adult's means:

- Stop abuse and neglect where possible
- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Safeguarding adults in a way that supports them in making choices and having control about how they want to live
- Promote an approach that concentrates on improving life for the adults concerned

- Raise public awareness so that communities as a whole, alongside professionals, play their part in preventing, identifying and responding to abuse and neglect
- Provide information and support in accessible ways to help people understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult and
- Address what has caused the abuse or neglect (14.11: Department for Health Care and Support Statutory guidance, issued under the Care Act 2014)

Staff and volunteer responsibility:

All staff, contractors and volunteers at the IDTA have a duty to:

Take action: This might involve;

- contacting the police or phoning an ambulance or taking some other form of emergency safety measure,
- Offering support, information and reassurance to the individual
- Collect details about what has happened where possible being mindful not to be disruptive of potential evidence (don't ask leading questions)
- Gain consent to share information where possible or act in the individuals' best interests where they are unable to consent.

Tell:

- Our designated safeguarding lead or in their absence adult social care or the police

Record:

- As much detail as possible as soon as possible with accurate information.

Raise your concern:

- With Adult social care where an individual requests this support or in their best interests under the MCA if they are unable.

- Share with the police where appropriate.

Confidentiality:

At the International Dance Teachers Association, we expect all members of staff, contractors and volunteers to maintain confidentiality at all times and to act in line with the General Data Protection Regulations and the Data Protection Act and to there for share only that which is necessary, proportionate and relevant.

Referring a concern and your DSP:

Our Designated safeguarding lead will act on behalf of the IDTA in referring concerns or allegations of harm to Adult Social care or the police as appropriate.

If the designated safeguarding lead or safeguarding is in any doubt information should be shared with Adult Social care for a second opinion.

It is not the role of the DSL to investigate only to collate information, clarify details of the concern and facilitate information sharing. This is different to enquiry undertaken under section 42 of the Care Act where there is an allegation of harm and internal enquiry, or investigation may be necessary and undertaken in agreement with Adult Social care and/ or the police.

In the absence of the DSL the individual who has the concern is responsible for contacting Adult Social care and the information should be shared with the DSL retrospectively.

The contact number for Adult social care can be found on your local authority website or on your local safeguarding adults board website, concerns should be raised to the area where that individual lives.

Allegations against staff members/ volunteers:

If any member of staff has concerns about another member of staff, contractor or volunteer at the IDTA such as;

- Believing they have behaved in a way that has harmed or may cause harm to an individual
- Having possibly committed a criminal offence against or relating to an adult with care and support needs

- Behaved toward an adult with care and support needs in a way that indicates he/ she is unsuitable to work with people. (This could be within the workplace within the community or their own families).

The allegation or concern should be reported to the designated safeguarding lead via the safeguarding@idta.co.uk inbox immediately. This is Victoria Race.

Neither the member of staff who has raised the concern/ allegation nor the member of staff who is alleged against should be allowed to question individuals or be part of any further investigation.

The designated safeguarding Lead will report the matter to the Local Authority safeguarding Adults Team. If an allegation or concern arises about a member of staff, outside of their work at our organisation, and this may present a risk of harm to others for whom that member of staff is responsible, the general principles outlined in this policy will still apply.

Staff recruitment: Potential staff, contractors and volunteers are screened for their suitability to work with adults with care and support needs.

This policy was written on the 21/05/2025 by the IDTA's safeguarding consultant Victoria race and will be reviewed annually