



Adult Safeguarding Policy

Statement of Intent

Adult Safeguarding is about creating an environment that keeps all the adults who make up our croquet community safe from harm. It is an important part of our overarching Welfare and Wellbeing Policy, along with our Child Safeguarding policy and procedures.

Croquet England is committed to creating a culture of zero-tolerance of harm to adults. This means we must recognise that this applies not only to those who are legally defined as an 'adult at risk' within the Care Act 2014 but also that we have a Duty of Care for all adults within the Croquet community.

Recognising the circumstances which may increase vulnerability to harm, either temporarily or permanently; knowing how adult exploitation, abuse or neglect manifests itself; and being willing to report safeguarding concerns are the duty of all of us. We all have a duty of care - ignoring a concern is not an option.

**Anyone could be vulnerable some of the time,
Everyone should be safeguarding all of the time.**

Scope

This safeguarding adult policy and associated procedures apply to all individuals involved in Croquet England including Trustees, Senior Management, Staff, Coaches, Members, Associates, Volunteers, and visitors, and to all concerned about the safety of adults whilst taking part in all the activities of our organisation.

We expect our partner organisations, including, affiliated clubs, Federations and Academies to adopt and demonstrate their commitment to the principles and practice as set out in this Safeguarding Adults Policy and its associated procedures.

Objectives of this policy

The purpose of this policy is to demonstrate the commitment of Croquet England to safeguarding adults and to ensure that everyone involved in croquet is aware of:

- The legislation, policy and procedures for safeguarding adults.
- Their role and responsibility for safeguarding adults.
- How to recognise abuse, exploitation or poor practice.
- What to do or who to speak to if they have a concern relating to the welfare or wellbeing of an adult within the organisation.

Implementation

Croquet England is committed to developing and maintaining its capability to implement this policy and associated procedures. In order to do so the following will be in place:

- A clear line of accountability through our club and Federation Welfare/Safeguarding Officers, to our National Safeguarding Officer, and ultimately our Board of Trustees, for the safety and welfare of all adults.
- Safeguarding adult procedures that deal effectively with any concerns of abuse or neglect, including those caused through poor practice.
- Arrangements to work effectively with other relevant organisations to safeguard and promote the welfare of adults at risk of harm.
- Reporting to the Board of Trustees how risks to adult safeguarding are being addressed and how any concerns or reports have been handled.
- Codes of conduct for all Members, Associates and Employees that specify zero tolerance of abuse.

Croquet England's Roles and Responsibilities

In order to implement this policy Croquet England will ensure that:

- Everyone involved in croquet is aware of the safeguarding adult procedures and knows what to do and who to contact if they have a concern relating to the welfare or wellbeing of an adult.
- Any concern that an adult is not or may not be safe is taken seriously, responded to promptly, and followed up in line with Croquet England's Safeguarding Adults Policy and Procedures.
- The well-being of those at risk of harm will be put first and the adult actively supported to communicate his or her views and the outcomes they want to achieve. Those views and wishes will be respected and supported unless there are overriding reasons not to (see the Safeguarding Adults Procedures).
- Any actions taken will respect the rights and dignity of all those involved and be proportionate to the risk of harm.
- Confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in line with our Data Protection Policy.
- Croquet England will act in accordance with best practice advice, for example, from Sport England, NSPCC, CPSU and Ann Craft Trust.
- Croquet England will cooperate with the Police and the relevant Local Authorities, where necessary in taking action to safeguard an adult.
- We will ensure that Trustees, senior management, staff, welfare/safeguarding officers and coaches understand their role and responsibility for safeguarding adults and have completed safeguarding adult training and other learning opportunities appropriate for their role.
- Croquet England uses safer recruitment procedures and assesses the suitability of volunteers and staff to prevent the employment/deployment of unsuitable individuals in this organisation and within the croquet community. It encourages all its affiliated clubs, Federations and Academies to do likewise.

- Croquet England will share information about anyone found to be a risk to adults with the appropriate bodies. For example: Disclosure and Barring Service, Police, Local Authority or Social Services.
- Any actions taken under this policy are reported to and reviewed by the Board of Trustees and the senior management team on an annual basis.
- This policy and its associated procedures will be reviewed following any incidents or concerns raised about the safeguarding of adults within Croquet England, whenever there are changes in relevant legislation, and at least every three years.
- This policy will be monitored by keeping records of incidents/concerns and their outcomes and taking feedback from Clubs, Federations and Academies on the ease of implementation and effect of the policy.

Clubs', Federations' and Academies' Roles and Responsibilities

Croquet England requires Clubs, Federations and Academies to:

- Appoint a Club Welfare/Safeguarding Officer or Federation or Academy Safeguarding Officer (see Safeguarding Roles)
- Accept that all Officers and Committee members have a lead responsibility for safeguarding.
- Suitably publicise the organisation's adoption of Croquet England's Adult Safeguarding Policy and appointment of their Welfare/Safeguarding Officer.
- Ensure that all those who work with 'adults at risk' are properly briefed on this policy, its procedures and guidelines.
- Maintain confidentiality of any alleged safeguarding issues that arise.
- Maintain confidential records of reported cases and action taken.
- Be prepared to challenge and alter practice.

Reporting of Incidents and Concerns

When any safeguarding incident occurs or concern arises about an adult or the behaviour of an adult, follow the procedures given in Adult Safeguarding Reporting Procedures.

References

Adult Safeguarding - Supporting Information
 Adult Safeguarding - Reporting Procedures
 Adult Safeguarding - Incident Report Form
 Child Safeguarding Policy
 Safeguarding Roles and Responsibilities
 Safeguarding Requirements for DBS enhanced certificate
 Safer Recruitment Procedures

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