

# Safeguarding - Policy Statement v1.4

## The purpose and scope of this policy statement

The overall aim of tastelife is to provide tools for recovery for those who struggle with eating disorders and for their supporters. As well as the tastelife course, we run training for those who work in areas where they are likely to encounter people with eating disorders in education, health, and youth work. This policy covers our work in these areas.

## The purpose of this policy statement is:

- to protect vulnerable adults, young people and children who receive tastelife's services from harm. This includes the children of adults who use our services.
- to provide staff and volunteers, vulnerable adults as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of tastelife, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

## We believe that:

- vulnerable adults, young people and children should never experience abuse of any kind
- We have a responsibility to promote the welfare of all vulnerable adults, young people and children, to keep them safe and to practise in a way that protects them.

## We recognise that:

- the welfare of vulnerable adults, young people and children is paramount in all the work we do and in all the decisions we take all vulnerable adults, young people and children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- some vulnerable adults, young people and children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- working in partnership with vulnerable adults, young people, children, their parents, carers, and their families and friends and other agencies is essential in promoting their welfare.

## We will seek to keep vulnerable adults, young people and children safe by:

- valuing, listening to and respecting them
- appointing a nominated lead trustee/board member for safeguarding
- adopting safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures

- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording, storing and using information professionally and securely, in line with data protection legislation and guidance
- sharing information about safeguarding and good practice with vulnerable adults, young people and children via our group work and one-to-one discussions
- making sure that vulnerable adults, young people and children know where to go for help if they have a concern
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving vulnerable adults, young people, children, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our vulnerable adults, young people, children, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, vulnerable adults, young people, children and their families, treat each other with respect and are comfortable about sharing concerns.

Bob Dudley - tastelife trustee secretary - 30th Nov 2020

#### Contact details

Nominated safeguarding lead

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[di.archer@tastelifeuk.org](mailto:di.archer@tastelifeuk.org)

Trustee lead for safeguarding

Name: Bob Dudley

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Reference body

<https://thirtyoneeight.org/>

tastelifeuk membership obtained.

## Safeguarding - Risk Assessment

tastelife takes an active risk management approach to policy development.

The risks we have identified associated with this area are included in the initial column entitled “**Who might be harmed and how?**”.

Our policy for managing these risks are the actions in the middle column and includes the notes on this page and any appendices.

#	Who might be harmed and how?	What are we doing to manage this risk?
1	People coming to our events including our leaders or volunteers (courses or training) may be harmed by others on the course including our leaders and volunteers.	<ul style="list-style-type: none"> <li>● tastelife leader training<sup>1</sup> includes guidance on how to spot signs of abuse and neglect<sup>2</sup></li> <li>● tastelife leaders are DBS checked, referenced and interviewed for suitability</li> <li>● tastelife leaders supervise course members so that they do not interact unsupervised.</li> </ul>
2	People coming to our events, including our leaders or volunteers, who are exhibiting signs of abuse or neglect fail to get identified and offered help.	<ul style="list-style-type: none"> <li>● tastelife leader training includes guidance on how to act on, record and report safeguarding concerns<sup>3</sup>.</li> </ul>
3	Young people and children involved in our Youth Track sessions delivered by their teacher in school or youth settings: <ul style="list-style-type: none"> <li>- may be harmed by others in the session or by their teacher/youth leader.</li> <li>- are exhibiting signs of abuse or neglect and fail to get identified and offered help.</li> </ul>	<ul style="list-style-type: none"> <li>● these risks are the responsibility of the relevant educational body.</li> <li>● tastelife leaders entering school will abide by the DoFE’s ‘Keeping Children Safe in Education’ requirements<sup>4</sup></li> </ul>

Notes:

- <sup>1</sup> tastelife leader training covers all tastelife trainers and staff.
- <sup>2</sup> Appendix A - Guidance on how to spot signs of abuse and neglect.
- <sup>3</sup> Appendix B - Guidance on how to act on, record and report safeguarding concerns.
- <sup>4</sup> Appendix C - Guidance on working with teachers within school and youth settings.

This policy was accepted for use by the Trustees on 13th Jan 2017 and again following amendment on 19th May 2017 and 10th January 2020

This policy was last reviewed and updated at the 30 November 2020 Trustees meeting.

## **Appendix A - Guidance on how to spot signs of abuse and neglect.**

Abuse and/or neglect may contribute towards the cause of an eating disorder. There are many forms of abuse and neglect, including:

<b>Sexual abuse</b>	This includes indecent exposure, sexual harassment, inappropriate looking or touching, as well as rape. Sexual teasing or innuendo, sexual photography, subjection to pornography, witnessing sexual acts, and sexual acts that an individual didn't agree to or were pressured into consenting to all count as sexual abuse.
<b>Physical abuse</b>	This can include being assaulted, hit, slapped, pushed, restrained, being denied food or water, or not being helped to go to the bathroom when an individual needs to go. It can also include misuse of medication.
<b>Psychological abuse</b>	This includes someone emotionally abusing or threatening to hurt or abandon an individual, stopping them from seeing people, and humiliating, blaming, controlling, intimidating or harassing them. It also includes verbal abuse, cyber bullying and isolation, or an unreasonable and unjustified withdrawal of services or support networks.
<b>Domestic abuse</b>	This is typically an incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse by someone who is, or has been, an intimate partner or family member.
<b>Discriminatory abuse</b>	This includes some forms of harassment, slurs or similar unfair treatment relating to race, gender and gender identity, age, disability, sexual orientation, or religion.
<b>Financial abuse</b>	This could be someone stealing money or other valuables from an individual, or it might be someone who is appointed to look after money on behalf of an individual using the money inappropriately or coercing them into spending it in a way they are not happy with. Internet scams and doorstep crime are also common forms of financial abuse.
<b>Neglect</b>	Neglect is also a form of abuse. Neglect includes not being provided with enough food or the right kind of food, or not being taken proper care of. Leaving an individual without help to wash or change dirty or wet clothes, not getting them to a doctor when they need one, or not making sure they have the right medicines all count as neglect.

### **Spotting signs of abuse in young people and vulnerable adults:**

It's not always easy to spot the symptoms of abuse. Someone being abused may make excuses for why they're bruised, they don't want to go out or talk to people, or they're short of money.

It's important to know the signs of abuse and, where they are identified, gently share your concerns with the person being abused. If you wait, hoping the person will tell you what's been happening to them, you could delay matters and allow the abuse to continue.

If you suspect abuse or neglect, you should make a note of what you have noticed and the action you have taken as soon as is practical and while your memory is fresh. Please use the form in appendix B.

Behavioural signs of abuse include them:

- becoming quiet and withdrawn
- being aggressive or angry for no obvious reason
- looking unkempt, dirty or thinner than usual
- sudden changes in their normal character, such as appearing helpless, depressed or tearful
- physical signs of abuse, such as bruises, wounds, fractures and other untreated injuries
- the same injuries happening more than once
- not wanting to be left on their own or alone with particular people
- being unusually light-hearted and insisting there's nothing wrong

Other signs to watch out for include a sudden change in their finances, not having as much money as usual to pay for shopping or regular outings, or getting into debt.

If you feel someone you know is showing signs of abuse, talk to them to see if there's anything you can do to help. If they're being abused, they may not want to talk about it straight away, especially if they've become used to making excuses for their injuries or change in personality.

Be familiar with the section in the trainers manual about what to do when a person discloses abuse to you, but is at risk of more harm occurring to themselves or others, and what to do when a significant other, parent, carer etc raises a concern to you in private about a participant.

Ask for advice when this happens from a Tastelife colleague or family member of the person concerned that the person consents to you speaking to.

Have telephone numbers or email contact with the local safeguarding team for children or adults as appropriate for specialist advice. (Multi-Agency Safeguarding Hub for your county)

**I'm worried about someone who may be experiencing abuse or neglect. What should I do?**

- Start by talking to the person in private if you feel able to do so. Mention some of the things that concern you – for instance, that they've become depressed and withdrawn, have been inappropriately losing weight, or seem to be short of money.
- Let them talk as much as they want to, but be mindful that if they've been abused, they may be reluctant to talk about it because they're afraid of making the situation worse, because they don't want to cause trouble or they might be experiencing coercion by someone or being threatened in some way.
- It's best not to promise the person you won't tell anyone what you've heard. If an adult is being abused or neglected, it's important to find help for them and stop the harm. Stay calm while the person is talking, even if you're upset by what you hear, otherwise they may become more upset themselves and stop telling you what's been going on.
- It can be very difficult for an abused or neglected person to talk about what's been happening to them. Unless you're concerned for their immediate health and safety and feel it's vital to act straight away, give them time to think about what they'd like to do.
- If you're right and the person has been abused or neglected, ask them what they'd like you to do. Say you can seek some help on their behalf if they want or if it's difficult for them to do so themselves. It's important to listen to what they say and not to charge into action if this isn't what they want.
- And finally ensure that you have noted your concerns and the action you have taken as soon as is practical and while your memory is fresh. Please use the form in appendix B.

**Appendix B – Form to use to record and report safeguarding concerns.**

Details of young adult or vulnerable person who may have been abused

Name \_\_\_\_\_ Gender \_\_\_\_\_

Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number \_\_\_\_\_

Details of person making this report:

Name \_\_\_\_\_

Telephone  
Number \_\_\_\_\_

email  
\_\_\_\_\_

Date \_\_\_\_\_

Describe your concerns. (If anyone else also had similar concerns or was a witness to what you saw, including witnessing any action you took – please also note their names and contact details.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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Describe any action you have taken to act on your concern such as discussing your concern gently with the vulnerable person.

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Now send this form to Di Archer at [di.archer@tastelifeuk.org](mailto:di.archer@tastelifeuk.org)



## **Appendix C – Guidance on working within school and youth settings**

### **Operate within the safeguarding policy set by the school or youth setting**

tastelife leaders and volunteers will operate within and in accordance the safeguarding policy set by the school or youth setting as communicated to them.

### **Confidentiality**

tastelife leaders and volunteers will keep any and all private information and discussions at the school or youth setting, confidential. This includes not sharing information gained at the school or youth setting or about the school or youth setting concerning specific children or young people, other than with the teachers employed at the school or youth leaders within the youth setting.

### **Use of mobile phones and cameras**

tastelife leaders and volunteers will not take photographs at the school/youth setting or of school or youth setting activities on any device such as mobile phone, iPad or camera.

tastelife leaders and volunteers' phones will switch their device(s) to 'silent' or off at all times when they are in school or youth settings.

### **Regarding delivery of the Youth track material by tastelife volunteers:**

In the event where a trained tastelife leader voluntarily delivers/facilitates the Youth Track programme in a school or youth group setting, the hosting establishment will agree to have a member of staff present throughout the duration of the course delivery. They will agree the following:

- to provide the volunteer with a member of staff to be present throughout the teaching.
- to provide at the end of each lesson, appropriate sources of information where students may receive help relating to issues that may arise as part of the lessons. These should be both with external agencies and within the school/youth group environment
- to sign and return the agreement (link to be provided) form to the tastelife leader prior to the first session commencing.

In the event that a school or youth group cannot guarantee this, the leader is advised to decline/withdraw the offer to deliver/facilitate.