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WALES

Iechyd Cyhoeddus
Cymru
Public Health
Wales

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SAFEGUARDING POLICY

Policy Statement

This policy sets out the statutory requirements that apply to Public Health Wales to ensure the safeguarding of children, young people and adults who may be at risk of harm or abuse. In accordance with legislation Public Health Wales has a statutory responsibility to have clear policies and procedures in place to prevent the abuse of children, young people and adults at risk of abuse, harm, or neglect (including self-neglect) and to act positively to report and respond to concerns raised regarding abuse.

This Policy also sets out how Public Health Wales will fulfil its responsibility to identify and support staff and/or service users experiencing gender-based violence, domestic abuse, sexual violence and/or modern slavery.

Safeguarding means protecting people from harm including physical, emotional, sexual, financial harm and neglect.

Safeguarding children means to: protect children from abuse and maltreatment, prevent harm to children's health or development, and ensure children grow up with the provision of safe and effective care and to take action to enable all children and young people to have the best outcomes.

Safeguarding adults at risk means protecting their right to live in safety and free from abuse and neglect. Adults at risk means anyone aged 18 or over who: has needs for care and support (whether or not the local authority is meeting any of those needs); is experiencing, or is at risk of, abuse or neglect; and as a result of those care and support needs, is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Refer to supporting information for further clarification.

It will provide an assurance that the organisation is compliant with legislation. This Policy will support PHW to meet its priorities for 2019-2030.

Policy Commitment

The aim of this policy is to:

To set out how PHW will meet its obligations towards the safeguarding of children and adults at risk; and those experiencing gender-based violence, domestic abuse or sexual violence. To give assurances to the board, public, staff, volunteers and people carrying

out work on behalf of PHW that there are sound arrangements in place to safeguard children and adults at risk and those experiencing gender-based violence, domestic abuse or sexual violence.

It is informed through current legislation and guidance both from Welsh Government and United Kingdom Government. These include but are not restricted to the Children Act 1989 and 2004, the Female Genital Mutilation Act 2003, the Mental Capacity Act 2005, the Social Services and Well-being (Wales) Act 2014, the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015, the Modern Slavery Act 2015 and the Serious Crimes Act 2015

Supporting Procedures and Written Control Documents

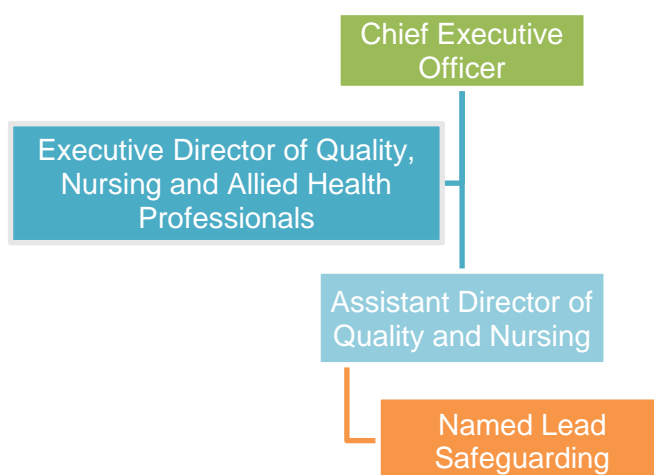
- Adult at Risk Procedures
- Children at Risk Procedures
- Violence against Women, Domestic Abuse and Sexual Violence Procedures
- Managing Allegations of Abuse by Staff Procedure

Other related documents are:

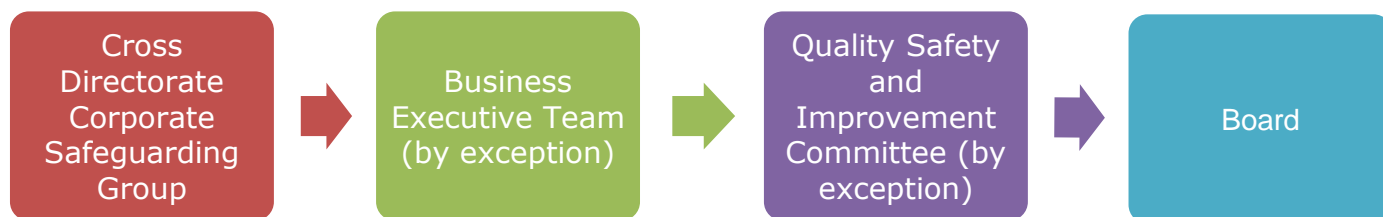
- Safeguarding Training Plan

Governance Arrangements

Accountability



Governance



Scope

This Policy is applicable to all Public Health Wales's staff, volunteers, any person who carrying out work on behalf of the organisation.

Equality and Health Impact Assessment

Please refer to the completed EHIA

Approved by

Quality, Safety and Improvement Committee

Approval Date

15th February 2022 (TBC)

Review Date

15 February 2023 (TBC)

Date of Publication:

TBC

Group with authority to approve supporting procedures

Safeguarding Group Meeting

Accountable Executive Director/Director

Executive Director Quality Nursing and Allied Health Professionals.

Author

Named Lead Safeguarding

Disclaimer

If the review date of this document has passed please ensure that the version you are using is the most up to date either by contacting the document author or [Corporate Governance](#).

Summary of reviews/amendments

Version number	Date of Review	Date of Approval	Date published	Summary of Amendments
2	2018	04.10.18	17.10.18	
3	November 2021			Inclusion of Wales Safeguarding Procedures amendments made to include governance structures. Safeguarding information included within policy.

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1. Introduction

Legislation which is contained within the various Acts and guidance that are identified below enshrine the right to protection from abuse. The legal starting point in achieving this objective is professional's duty to report allegations of abuse and neglect. Public Health Wales recognises that good practice in safeguarding brings together all activity aimed at promoting safe environments for vulnerable groups with the aim of preventing abuse and neglect. For this reason and because the law, policy, guidance and regulations change from time to time, it is impossible to provide an exhaustive list of relevant documents but the most significant items are included below:-

- Social Services and Well Being Act 2014
- Children Act 1989 and 2004
- Safeguarding Children: Working Together under the Children Act 2004'
- In Safe Hands' 2000
- Section 17 of the Crime and Disorder Act 1998,
- Mental Capacity (Amendment) Act 2019
- Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015
- Human Rights Act 1998
- Modern Slavery Act 2015

Public Health Wales will ensure that practice is compliant with the Wales Safeguarding Procedures.

[Social care Wales \(safeguarding.wales\)](http://socialcare.wales/safeguarding.wales)

This policy relates to all staff, volunteers, service users and the general public. By developing an effective policy it is anticipated that Public Health Wales provides a consistent and seamless approach when dealing with safeguarding issues and suspected or confirmed child and/or adult protection concerns. It will also create a safer environment, both in the work place and the public arena for those experiencing or at risk of physical violence, domestic abuse and/or sexual violence.

2. Policy aims and objectives

This policy will set out the responsibilities for all staff in relation to:

- Safeguarding children
- Safeguarding adults at risk of harm
- Violence against women, domestic abuse and sexual violence (VAWDASV)
- Modern slavery
- Managing allegations of abuse by staff

It will be underpinned by guidance for staff and managers on how to deal with safeguarding issues, incidences where domestic abuse and/or its effects become apparent and where there are allegations of abuse against staff. It aims to provide reassurance to victims of domestic abuse and/or sexual violence that the issue will be dealt with sympathetically, seriously and confidentially with no fear of stigmatisation. The guidance also aims to assist managers to appropriately address situations where staff are alleged perpetrators or are found to be perpetrators of domestic abuse and/or sexual violence or any other forms of abuse.

3. Roles and responsibilities

3.1 The overarching accountability for safeguarding children and adults at risk and promoting their welfare arrangements rests with the Board of Public Health Wales through the Chief Executive. The Executive Director for Quality, Nursing and Allied Health Professional has delegated responsibility for ensuring robust safeguarding arrangements are in place in Public Health Wales including policies and procedures in place, that there are effective governance arrangements in place. This includes that all statutory requirements are being met and that procedures for reporting concerns are in place and have been communicated to all staff.

3.2 All staff in Public Health Wales are responsible for familiarising themselves with the contents of this policy and providing appropriate support to colleagues, service users and the public in line with its provisions.

3.3 Managers must be able to appropriately address situations where staff are identified as an actual or potential victim of this abuse or found to be alleged perpetrators of any form of abuse. They should seek advice from the People and Organisational Development Team and the Named Safeguarding Lead.

Managers will be responsible for:

- Recruiting employees/volunteers in accordance with relevant HR policy, including (where required) Disclosure and Barring Service checks.
- Ensure safeguarding is part of every employee/volunteer's induction.
- Identifying employees/volunteers who are likely to come into contact with children or adults at risk as part of their role.
- Ensuring training is delivered in line with role and recommendations within the Intercollegiate Document.
- Ensuring that all employees/volunteers are aware of how to report safeguarding concerns and to whom.
- Ensuring that all employees/volunteers are aware of the PHW's Whistleblowing Policy.

- Ensuring that employees/volunteers are aware that they must conduct themselves in a manner which safeguards and promotes the wellbeing of children and adults at risk.
- Providing employees/volunteers with guidance about safeguarding concerns as required

Staff should be aware that misconduct inside and outside of work is viewed very seriously and can lead to disciplinary action being taken.

4. Safe recruitment and retention

4.1 Legislation requires Public Health Wales to ensure that all employees who have access to children or adults at risk should have relevant pre-employment checks. The organisation will be committed to safe recruitment and retention of its employees and volunteers in line with current legislation and guidance. Public Health Wales will follow the process of up to date all Wales guidance for when an allegation of abuse has been raised against any member of staff. Recruiting managers must seek guidance from Human Resources (HR), to determine the level of DBS check required for a role. The manager must ensure the check is completed before the applicant commences employment. Should concerns be raised within the Managing Allegations of Abuse by Staff Procedure, discussions will take place on the need for consideration for a referral to the DBS.

4.2 Public Health Wales will assist staff in obtaining appropriate support if they have been subjected to domestic abuse and/or violence or any other forms of abuse. This will be supplemented through prioritising health and safety in the workplace e.g. by conducting a risk assessment. In some circumstances it may be appropriate for Public Health Wales to support an employee who is seeking help to address their abusive behaviour.

Whilst staff are encouraged to seek help and assistance from within the organisation, there are also a number of external agencies that may be of further assistance.

4.3 Public Health Wales will provide help and support to all staff (including volunteers) when dealing with any safeguarding issue. This support will be through line managers and/or the Named Safeguarding Lead. Appropriate support will also be provided when there are allegations of abuse made against staff.

5. Support and safety of staff

Public Health Wales will assist staff in obtaining appropriate support if they have been subjected to domestic abuse and/or violence or any other forms of abuse. This will be supplemented through prioritising health and safety in the workplace e.g. by conducting a risk assessment. In some circumstances it may be appropriate for Public Health Wales to support an employee who is seeking help

to address their abusive behaviour. Whilst staff are encouraged to seek help and assistance from within the organisation, there are also a number of external agencies that may be of further assistance. Public Health Wales will provide help and support to all staff (including volunteers) when dealing with any safeguarding issue. This support will be through line managers and/or the Named Safeguarding Lead. Appropriate support will also be provided when there are allegations of abuse made against staff

6. Confidentiality

Public Health Wales recognises that employees experiencing domestic or other forms of abuse normally have the right to confidentiality. However, in circumstances where children or adults with vulnerabilities are at risk, complete confidentiality cannot be guaranteed. In such circumstances advice must be sought from the Named Lead Safeguarding. Information can be shared without consent with the Named Lead Safeguarding, Local Authority or the police if there is concern that a child may be at risk or an adult is in danger of being killed or seriously injured or there is an overriding public interest. All information will be shared in accordance with the Caldicott principles.

7. Child Practice Reviews, Adult Practice Reviews and Domestic Homicide reviews

Public Health Wales will fully engage with any requests for participation in Child Practice Reviews, Adult Practice Reviews and Domestic Homicide Reviews where the organisation has information that can support these reviews.

8. Training and communication with staff

All staff will undertake appropriate safeguarding training commensurate with their roles and responsibilities, as determined by the Public Health Wales Safeguarding Training Strategy, which is informed by all relevant national guidance and training prescribed by Welsh Government found in the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 and in the accompanying National Training Framework.

All managers should ensure that staff are aware of this policy and how they may locate it.

9. Procedures and guidance

Managers and staff must follow the procedures and guidance (including relevant flowcharts) that support this policy. These can be found on the Intranet.