

Bamboo Grove Training Centre for continuous growth

Safeguarding Policy

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Safeguarding Children and Vulnerable Adults Policy

Safeguarding is 'everyone's responsibility. This policy sets out Bamboo Grove Training Centre's (BGTC's) responsibilities under the Children Act 2004 to ensure children, young people and adults at risk, are kept safe from harm. This includes harm arising from:

The conduct of counsellors associated with Bamboo Grove Training Centre

The design and implementation of Bamboo Grove Training Centre's counselling programmes

The purpose of this policy is to protect clients including vulnerable adults and children & young people who receive BGTC services. Our overarching philosophy is that we expect every practitioner (qualified and trainees in practice) to have professional supervision and the appropriate qualifications. Moreover, all practicing therapists will be expected to provide evidence of insurance, enhanced DBS check and membership of a professional body.

All practitioners who work from BGTC will have had the appropriate training background and qualifications to be competent in the services that they are offering. This is regularly monitored and reviewed by BGTC in terms of overseeing their CPD and training programmes and advanced specialisms. Membership of a professional body such as UKCP, UKATA, BACP with adherence to their stipulations is a requirement for CPD.

A placement trainee will have discussions with their placement provider regularly on the importance of swift action in case of concerns over potential safeguarding issues within their clinical placements and become familiar with policies and procedures in place.

BGTC has an open culture where people feel able, positively supported, and encouraged to raise their concerns, even when they relate to the practice of their colleagues. Any such concern would be referred to and addressed by the Ethics Committee.

How to report a safeguarding concern within BGTC

Contact details:

Name: Ania Augustynowicz-Clark

Email: ania.bgtc@gmail.com

Phone: 07790129935

Should Ania not be available, you are advised to contact your supervisor for emergency situations. There is also a concern form that can be filled in and left with any of the directors of BGTC, who are all safeguarding officers of the training centre.

BGTC Safeguarding Concern Form

<i>(Please complete the first three sections)</i>
Date incident occurred:
Who was involved:
Nature of incident:
Outcome:
Status: (ongoing/complete)
Date Complete:

Other contacts

NSPCC Helpline 0808 800 5000

Peterborough City Council Safeguarding

For people who live in Peterborough:

- Tel: 01733 747474 (option 1 for adult social services)
- Out of hours: 01733 234724.
- Email: adultsocialcare@peterborough.gov.uk.
- Referral Form.

Website: Peterborough Adult Safeguarding.

Safeguarding – Children & Young People

This safeguarding policy is informed by legislation, policy and guidance that seeks to protect children and young people in England. A summary of the key legislation and guidance is available from: [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection)

The purpose of this policy is to protect children and young people and outlines the overarching principles that guide our approach to child protection.

We believe that:

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

We recognise that:

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

We will seek to keep children and young people safe by:

- * valuing, listening and respecting them.
- * developing child protection and safeguarding policies to reflect best practice.
- * using our safeguarding procedures to share concerns/relevant information with agencies who need to know. Involving children and young people, parents and carers, appropriately.
- * recruiting staff and volunteers safely, ensuring all necessary checks are made.
- * support, training and quality assurance measures.
- * implementing a code of conduct for staff, trainees and therapists.
- * using our procedures to manage any allegations against staff, therapists and trainees appropriately.
- * ensuring that we provide a safe physical environment for our children, young people, staff, therapists and trainees, by applying health and safety measures in accordance with the law and regulatory guidance.
- * recording and storing information professionally and securely in line with current legislation.

Dealing with Disclosures of Child Abuse and Risk

In the course of counselling and psychotherapy at BGTC clients may disclose child abuse:

- They experienced in the past;
- Historical abuse they are aware of;
- Current and immediate risk of abuse to children.

BGTC is not a statutory agency and does not have a role in administering Child Protection legislation. However, the service is committed to ensuring good practice and safety in Child Protection policy and reporting guidelines.

Under section 47 of the Children Act 1989, the local authority has a statutory duty to investigate situations where a child under 18 is suffering, or is likely to suffer 'significant harm', whether physical or psychological in nature. There is no general legal duty on citizens to report suspected child abuse. The nature of counselling and psychotherapy requires trust and confidentiality. In most cases best practice requires the practitioner to seek to empower the client in addressing the situation. Where a disclosure by practitioner is required it is important to seek the consent for any disclosure of personally sensitive information. There may be circumstances in line with the contract between therapist and client where over-riding consent may have to be progressed but this need to be sensitively managed at all times considering the well-being of the client. If there is a risk of harm to children the client must be given adequate information and time to make a considered decision unless the risk of harm is immediate.

Procedure for dealing with allegations of child abuse and risk:

- Report the incident to your primary supervisor and discuss in relation to professional codes of ethics and advice about clinical strategies. Discuss the circumstances and options for dealing with the incident, referring to the ethical framework you adhere to. If a supervision session is some time away you may need to place an urgent phone call to your supervisor.
- You may need to consult the insurance legal helpline and obtain legal advice about the best course of action;
- You may wish to consult your local city council safeguarding. They offer help to all professionals to think through and discuss issues that relate to safeguarding children with a view to whether a referral should be made.

In cases where you need to report child abuse you can contact:

- Peterborough Safeguarding Early Helpline 01733 863649 or email earlyhelp@peterborough.gov.uk (open 9am-5pm Monday to Friday).
- NSPCC has a recognised statutory role and legal authority in this field. NSPCC Child Protection Helpline (24 hours): Tel: 0808 800 5000.
- In emergencies you can contact:
 - The police on 999
 - Emergency Duty Team ring Cambridgeshire: 0345 0455203 or Peterborough: 01733864180

For Level 4 Students on Placement

Therapists Procedures

The therapist's procedures outline what therapists need to do in a range of situations in order to best protect the client within the therapeutic setting.

As with all these procedures, the first step at a general level is **Supervision**.

Supervision's major focus is to help the placement therapist to provide their best services for the client. It is in supervision that the placement therapist brings their anxieties, worries and concerns to the supervisor.

As well as the above, the placement therapist will endeavour through supervision to develop their skills in the area of therapy and therapeutic discourse. This will include learnings in how to work with clients, techniques and treatment planning towards resolution.

If the client discloses that they are being abused, harming themselves or have been abused in the past:

- * The first port of call is to gently enquire and check out what you have heard to make sure you are understanding correctly – this is not interrogation – though you have to be specific to make sure of the facts this needs to be done in a relational manner.
- * Remember that the information you will be hearing in this context will be very difficult for them to talk about and it will have taken a lot of courage for them to disclose at this level, so it is imperative that you treat the person in an empathic manner with a great sense of integrity, authenticity and respect.
- * It is imperative that you do not lead the client to the conclusion that they were being, or were, abused. For example, do not put thoughts into the client's head.

* If there is a risk to the person, or you are not sure if there is a risk to the person, it is imperative you speak to your personal supervisor as soon as possible to discuss the situation fully. (In specific situations you may decide to contact the safeguarding team at BGTC) – certainly this needs to be recorded in your own notes.

* If there is a risk you may need to disclose – dependent on level of risk, for example if you think they are at risk of harm to themselves or other people, you will need to disclose this immediately. If there is no immediate risk, then discuss it at your next scheduled personal supervision.

* In your personal notes, vis a vis your client, this must be recorded as said above, even if you choose not to take this to your supervisor. However, it is highly recommended that you do take all considerations to your supervisor.

* All actions that you have taken have to be noted in your client records and you need to tell your supervisor of these actions, with dates and times against each of the actions.

If the client discloses they are abusing:

* Check out gently what you have heard to make sure you have understood them correctly and remind them of the contracting about confidentiality and its limits.

* Try to get them to take the appropriate action, for example with your support contacting the police.

* You will need to disclose the information that is being given to you and you must make this clear to your client.

* If the risk is significant and imminent you will need to disclose it straightaway to the ECPT safeguarding lead and/or social services or the police.

* Offer to continue to support the client through the ongoing therapy if appropriate and safe to do so.

* If you no longer feel safe to work with the client seek advice from the BGTC safeguarding contact and your supervisor.

* Make sure that you made notes of all your appropriate actions and discussions with your client, supervisor and safeguarding lead.

If the client discloses that a third party is abusing:

- * Firstly, check out gently what you have heard to make sure you have understood correctly.
- * Try to get them to take appropriate action.
- * Whether or not they are prepared to take appropriate action speak to your supervisor and the safeguarding contact at BGTC as soon as possible.
- * In your client notes you need to record all discussions with the client, supervisor and the safeguarding lead.

Suicide Framework

Managing Suicide Risk

Managing suicide risk in many ways comes with the territory of risk assessment and management techniques will differ depending on the assessed level of risk. For example, if your risk assessment is low then the management techniques will differ from working with a high assessment risk.

Low Risk to High Risk (in Ascendency with 1 being Low risk and 8 being High risk):

1. If a risk is low, maintain usual contact/sessional arrangements.
2. A therapeutic approach is useful in promoting contact and encouraging the client to take a shared responsibility for their future care and safety. (The FRAMES approach to brief therapy is summarized below).
3. If you are concerned or anxious talk to your colleagues at the placement service and/or contact your Placement Supervisor (do not wait necessarily for your next booked supervision session).
4. Use the person's existing support system by encouraging them to engage with their contact/friends/family.
5. As said earlier, if you believe the risk is more urgent contact your Placement Supervisor and also talking with your colleagues may well be useful at this junction.
6. If they are the high end of suicide risk contact your Supervisor immediately to work out an action plan with regards to future sessions.
7. The same as above – immediate contact with your Supervisor and immediate plans may need to be implemented, such as an urgent mental health assessment or even a 999 call.
8. Please note with regards to point (7) and (8) you will need to notify the Safeguarding Lead at BGCT.

Conclusion

- (a) Always be aware of suicide risk.
- (b) It is vital to keep good and accurate records.
- (c) Use the FRAMES approach as a therapeutic style to promote contact and change.

Feedback to the client

Responsibility for change lies with the client

Advice to change

Menu of strategies for bringing about change

Empathy as a therapeutic style

Self-efficacy or optimism

This mnemonic is a useful technique for memory recall and may be useful in this context.- Thoughts on this?

Assessment

At BGTC, all placement therapists will undertake a “risk assessment”. If at the assessment the assessor thinks the therapist is not confident in managing a client with suicide ideation or feelings of suicide they will not be able to go onto placement.

More information around safeguarding can be found in the UKCP Safeguarding Guidelines at the end of this document or on the UKATA Website.