

# CancerCare

## Safeguarding Children and Vulnerable Adults Policy

### 1. Purpose

- CancerCare is committed to safeguarding and promoting the welfare of Clients and has a zero-tolerance approach to all forms of abuse. This policy sets out our commitment to the principals of effective safeguarding and it applies to all paid staff, trustees, volunteers, therapists, or PIPOT (People In Positions of Trust) anyone working on behalf of Cancer Care.

### 2. Policy

- CancerCare's aim is to effectively promote and support the well-being of its Clients. In doing this, it is paramount to prevent harm and report concerns of abuse and neglect appropriately. Cancer Care is committed to achieving these aims through this Safeguarding Policy and associated procedures.
- CancerCare will ensure that Clients are safeguarded from abuse in all forms. This duty to safeguard children and vulnerable adults applies to all children and other Clients who:
  - Have needs for care and support.
  - Are experiencing, or at risk of abuse, and
  - As a result of those care and support needs are unable to protect themselves from either the risk of, or the experience of abuse.
- Abuse is a violation of an individual's human and civil rights by any other person or persons. Types of abuse are described in the statutory guidance for both children and vulnerable adults as:
  - Physical abuse
  - Domestic abuse
  - Sexual abuse
  - Psychological abuse and radicalisation
  - Financial or material abuse
  - Modern slavery including Cuckooing
  - Discriminatory abuse
  - Organisational abuse
  - Neglect and acts of omission
  - Bullying & victimisation
  - Self-neglect
- In addition, as a result of contemporary research and societal concern, the following will also be considered by CancerCare as additional forms of abuse and any concerns in relation to risk of them, in respect of Clients, or members of the public with whom our staff come into contact, will be treated in the same way as those that are described in the statutory guidance:
  - Exploitation of vulnerable adults
  - Forced marriage
  - Hate Crime
  - Discriminatory abuse

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

- Female Genital Mutilation (FGM)
- Sexual exploitation

### 3. Objectives

The policy and associated procedures are designed to equip staff in understanding their role and responsibilities, such as:

- Recognising risks and safeguarding concerns
- Acting on those risks and concerns
- Playing a part in preventing incidents

## Safeguarding is everybody's business.

**This policy gives clear expectations of the Charity's responsibilities to Clients and other stakeholders.**

### 4. Legal Framework

The policy and associated procedures are designed to equip staff in understanding their role and responsibilities, such as:

- [The Children Acts 1989](#) and [2004](#), which provide a framework for the care and protection of children
- Section 5B(11) of the Female Genital Mutilation Act 2003, as inserted by section 74 of the [Serious Crime Act 2015](#), which places a statutory duty on teachers and other professionals to report to the police where they discover that female genital mutilation (FGM) appears to have been carried out on a girl under 18
- [Statutory guidance on FGM](#), which sets out responsibilities with regards to safeguarding and supporting girls affected by or at risk of FGM
- Sexual Offences Act 2003, Serious Crime Act 2015 and Voyeurism Act 2019
- [The Rehabilitation of Offenders Act 1974 \(exceptions order 1975\)](#), which outlines when people with criminal convictions should disclose these to prospective employers.
- Schedule 4 of the [Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012](#), which define what 'regulated activity' is in relation to children and vulnerable adults
- Statutory [guidance on the Prevent duty](#), which explains organisations' duties under the Counter Terrorism and Security Act 2015 with respect to protecting people from the risk of radicalisation and extremism
- The Disqualification under the [Childcare Act \(DUCA\) Regulation 2018](#) , which sets out who is disqualified from working in early years or later years childcare

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

- [Mental Capacity Act 2005](#) and the [Mental Capacity Act Code of Practice 2007](#) (both to be updated when the [Mental Capacity \(Amendment\) Act 2019](#) come into force in 2020/21)
- [Human Rights Act 1998](#)
- <https://www.legislation.gov.uk/ukpga/2021/17/contents> Domestic Abuse act 2021

## 5. Principals

CancerCare is committed to an agreed strategic approach in relation to arrangements for safeguarding children and vulnerable adults.

In relation to children, we believe that the overriding principle should be that we listen to and act in the best interests of the child at all times and that organisations work together to keep children, and young people safe, as indicated in legislation and Government Guidance.

In relation to adults, we will ensure that all safeguarding and protection responses have regard to the Care Act, 2014, which made provision about safeguarding adults from abuse or neglect; and follows the principles of the Mental Capacity Act, 2005, so that individuals will be assumed to have capacity to make decisions, unless it is established that they lack capacity.

All interventions will take into account the ability of adults to make informed choices, this includes the ability:

- To understand the implications of their decision
- To take actions themselves to prevent abuse
- To participate to the fullest extent possible in decision making about interventions

**This policy should be read in conjunction with the safeguarding procedure and alongside our policies and procedures on:**

- Confidentiality and Information Sharing Document
- Disclosure and Barring Service Policy
- Procedure to deal with allegations of abuse by CancerCare employees
- Volunteer Driver Policy
- Employee Handbook
- Whistleblowing policy
- Complaints procedure
- Lone worker policy
- Acceptable internet use policy
- Use of social media by practitioners & volunteers – advice for all

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

- Code of Conduct for working with Children.
- Procedure to deal with allegations of abuse by CancerCare employees, contractors and volunteers.

**We recognise that:**

- Safeguarding is everyone’s business and responsibility for it is shared across the organisation.
- People, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity have a right to equal protection from all types of harm or abuse.
- Some people we see are additionally vulnerable by the very nature of why they are attending CancerCare.
- A lack of capacity significantly increases the vulnerability of individuals and therefore understanding of the Mental Capacity Act needs to be an integral part of safeguarding.
- Effective collaborative joint working between professional and agencies is essential to protect anyone at risk of harm or neglect.

**We will seek to keep people safe by:**

- Valuing our clients, listening to them and respecting them
- Appointing a Lead Trustee, responsible for Safeguarding
- Appointing a Designated Safeguarding Officer
- Adopting child protection and safeguarding practices
- Providing effective management for staff and volunteers
- Providing training to staff, volunteers and trustees
- Recruiting staff and volunteers safely, ensuring all the necessary checks are made.
- Recording and storing information professionally and securely, and sharing information about safeguarding with clients in 1-2-1 discussions during contracting
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know and involving clients appropriately in those discussions.
- Working with [Lancashire](#) and [Cumbria](#) Safeguarding Children and Adults Boards with the aim of keeping children and adults safe<sup>1</sup>
- Working with the LADO <https://www.lancashire.gov.uk/practitioners/supporting-children-and-families/safeguarding-children/local-authority-designated-officer/>
- Providing information to the Local Safeguarding Board at their request as detailed in the Care Act 2014
- Using our procedures to manage any allegations against staff and volunteers and consulting with the PiPOT Policy if relevant  
<https://www.lancshiresafeguarding.org.uk/media/1459/PiPoT-Policy-Final-V1.pdf>
- Ensuring that we have effective complaints and whistleblowing measures in place.

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

- Ensuring that we provide a safe physical environment for our clients, staff and volunteers by applying health and safety measures in accordance with the law and regulatory guidance.

## 6. Responsibilities

It is the responsibility of the Trustee Board to oversee the implementation of this policy supported operationally by members of the Executive Leadership Team.

The Lead Trustee for Safeguarding will:

- Meet regularly with the Designated Safeguarding Officer, to receive reports and discuss activity.
- Act as an independent resource that can offer advice, on request, to management that are dealing with and reporting safeguarding incidents.
- Challenge the organisation to ensure that it is doing all it can to safeguard those it comes into contact with.
- Ensure that safeguarding is a standing agenda item and appropriate time is devoted to safeguarding at board meetings.
- Be a key resource for the whole board, as someone with specialised training and knowledge.
- Operate as a person independent from management to whom safeguarding issues can be directly referred, if it is felt that management is not dealing with an issue appropriately or if it involves management.

The CancerCare Designated Senior Operational Lead for Safeguarding is the Chief Executive Officer

The Head of Client Services has primary operational responsibility for safeguarding at CancerCare, whilst liaising with other relevant team members.

All staff, volunteers and trustees working for, or on behalf of, CancerCare have a duty not only to promote the welfare and safety of vulnerable adults and children at risk but to also report incidents of potential or actual harm. Safeguarding training is mandatory for all staff members. CancerCare also hosts PREVENT training to all staff members, which is part of a national strategy to stop people from becoming terrorists or supporting violent extremism.

### Contact details:

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

**Designated Safeguarding Officer (DSO)**

Kayla Clough, Head of Client Services

[Kayla.Clough@cancercare.org.uk](mailto:Kayla.Clough@cancercare.org.uk)

01524 381820

**Deputy Designated Safeguarding Officer**

vacant

01524 381820

**Senior Designated Operational Lead for Safeguarding**

Alison Stainthorpe, CEO

[alison.stainthorpe@cancercare.org.uk](mailto:alison.stainthorpe@cancercare.org.uk)

01524 381820

**Lead Safeguarding Trustee**

Dr Karen Oliver

[Karen.Oliver@gp-p81002.nhs.uk](mailto:Karen.Oliver@gp-p81002.nhs.uk)

**Emergency Duty Teams**

**CUMBRIA**

Safeguarding adults – 0300 373 3301

Safeguarding children & young people - 0333 240 1727

**Westmorland and Furness Safeguarding Hub**

Telephone: 0300 373 2724

**LANCASHIRE**

Safeguarding adults - 0300 123 6721

[https://www.lancashire.gov.uk/health-and-social-care/adult-social-care/safeguarding-adults/?utm\\_source=Redirect&utm\\_medium=Shorturl&utm\\_campaign=Shorturl](https://www.lancashire.gov.uk/health-and-social-care/adult-social-care/safeguarding-adults/?utm_source=Redirect&utm_medium=Shorturl&utm_campaign=Shorturl)

Safeguarding children & young people - 0300 123 6720 (8am - 8pm) or out of hours 0300 123 6722 (8pm - 8am).

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1

LADO 01772 536 694.

## 7. Monitoring

We are committed to reviewing our policy and good practice annually.

**This policy was last reviewed on 16/02/26**

Policy Owner	Director of Therapies	Review Date:	Aug 26
Policy No.		Version No.	2023/1