

UKA

Safeguarding Adults at Risk

August 2020



Role of UKA in Safeguarding Adults at Risk

Introduction

United Karate Association (UKA) is committed to creating and maintaining a safe and positive environment and accepts our responsibility to safeguard the welfare of all adults involved in Karate in accordance with the Care Act 2014.

UKA safeguarding adults procedures apply to all individuals involved in karate under the banner of UKA.

UKA will encourage and support partner organisations, including clubs, suppliers, and sponsors to adopt and demonstrate their commitment to the principles and practice of equality as set out in our safeguarding policy and safeguarding adult procedures.

When an allegation of causing harm to an adult at risk is made the UKA will investigate in accordance with its Safeguarding Disciplinary process as found in its Safeguarding Children's Procedure ([add link](#))

Principles of adult safeguarding

The six principles of adult safeguarding

The Care Act sets out the following principles that should underpin safeguarding of adults:

- **Empowerment** – People being supported and encouraged to make their own decisions and informed consent
- **Prevention** – it is better to act before harm occurs
- **Proportionality** – The least intrusive response appropriate to the risk presented
- **Protection** – support and representation for those in greatest need
- **Partnership** – local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse
- **Accountability** – accountability and transparency in delivering safeguarding

UKA key responsibilities

- All adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.
- UKA will seek to ensure that our sport is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
- The rights, dignity and worth of all adults will always be respected.
- We recognize that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, for example those who have a dependency on others or have different communication needs.
- We recognise that a disabled adult may or may not identify him or herself or be identified as an adult 'at risk'.
- We all have a shared responsibility to ensure the safety and well being of all adults and will act appropriately and report concerns whether these concerns arise within UKA for example inappropriate behaviour of a coach, or in the wider community.
- All allegations will be taken seriously and responded to quickly in line with UKA Safeguarding Adults Procedures.
- UKA recognises the role and responsibilities of the statutory agencies in safeguarding adults and is committed to complying with the procedures of the Local Safeguarding Adults Boards.

Definitions

Adult at Risk is a person aged 18 or over who is in need of care and support regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect. In recent years there has been a marked shift away from using the term 'vulnerable' to describe adults potentially at risk from harm or abuse.

Abuse is a violation of an individual's human and civil rights by another person or persons.

Adult safeguarding is protecting a person's right to live in safety, free from abuse and neglect

Capacity refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity (

Types of Abuse (taken from the Care act 2014)

This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour or issue, which could give rise to a safeguarding concern.

Self-neglect – this covers a wide range of behavior: neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. In Judo this could be a player whose appearance becomes unkempt, does not wear suitable sports kit and deterioration in hygiene.

Modern Slavery – encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. In Judo you may notice that a participant in a team has been missing from practice sessions and is not responding to reminders from team members or coaches.

Domestic Abuse – including psychological, physical, sexual, financial and emotional abuse. It also includes so-called 'honour' based violence. Sport may notice a power imbalance between a participant and a family member. For example a participant with Downs syndrome may be looking quiet and withdrawn when their brother comes to collect them from sessions, in contrast to their personal assistant whom they greet with a smile.

Discriminatory – discrimination is abuse which centers on a difference or perceived difference particularly with respect to race, gender or disability or any of the protected characteristics of the Equality Act. This could be the harassing of a club member because they are or are perceived to be transgender

Organisational Abuse – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation. In Judo, this could be training without a necessary break.

Physical Abuse – includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions. This could be a coach intentionally striking an athlete.

Sexual Abuse – including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

This could be a fellow athlete who sends unwanted sexually explicit text messages to a learning disabled adult they are training alongside.

Financial or Material Abuse – including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

This could be someone taking equipment from an athlete with dementia.

Neglect – including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating. This could be a coach not ensuring athletes have access to water.

Emotional or Psychological Abuse – this includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

This could be an athlete threatening another athlete with physical harm and persistently blaming them for poor performance.

Not included in the Care Act 2014 but also relevant:

Cyber Bullying - cyber bullying occurs when someone repeatedly makes fun of another person online or repeatedly picks on another person through emails or text messages, or uses online forums with the intention of harming, damaging, humiliating or isolating another person. It can be used to carry out many different types of bullying (such as racist bullying, homophobic bullying, or bullying related to special educational needs and disabilities) but instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.

Forced Marriage - forced marriage is a term used to describe a marriage in which one or both parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of a third party in identifying a spouse. The Anti- Social Behaviour, Crime and Policing Act 2014 make it a criminal offence to force someone to marry.

Mate Crime - a 'mate crime' as defined by the Safety Net Project is 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still has a negative effect on the individual. Someone the adult knows and often happens in private carries out mate Crime. In recent years there have been a number of government inquiries (referred to as serious case reviews) relating to people with a learning disability who were murdered or seriously harmed by people who purported to be their friend.

Radicalisation - the aim of radicalisation is to attract people to their reasoning, inspire new recruits and embed their extreme views and persuade vulnerable individuals of the legitimacy of their cause. This may be direct through a relationship, or through social media.

Abuse can take place in any context and by all manner of perpetrator. Abuse may be inflicted by anyone in the club who an athlete comes into contact with. Or club members, workers, volunteers or coaches may suspect that an athlete is being abused or neglected outside of the club setting.

There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present

- Person has belongings or money going missing
- Person is not attending / no longer enjoying their sessions
- Someone losing or gaining weight / an unkempt appearance
- A change in the behaviour or confidence of a person
- They may self-harm
- They may have a fear of a particular group or individual
- They may tell you / another person they are being abused, this is often referred to as 'disclosure'.

What to do if you have a concern or someone raises concerns with you.

You may become aware that abuse or poor practice is taking place, suspect abuse or poor practice may be occurring or be told about something that may be abuse or poor practice and you must report this to the UKA Safeguarding officer, or, if the Safeguarding officer is implicated then report to the UKA director of Sport.

If you are at an international event and have a concern then speak to the coach or a team official.

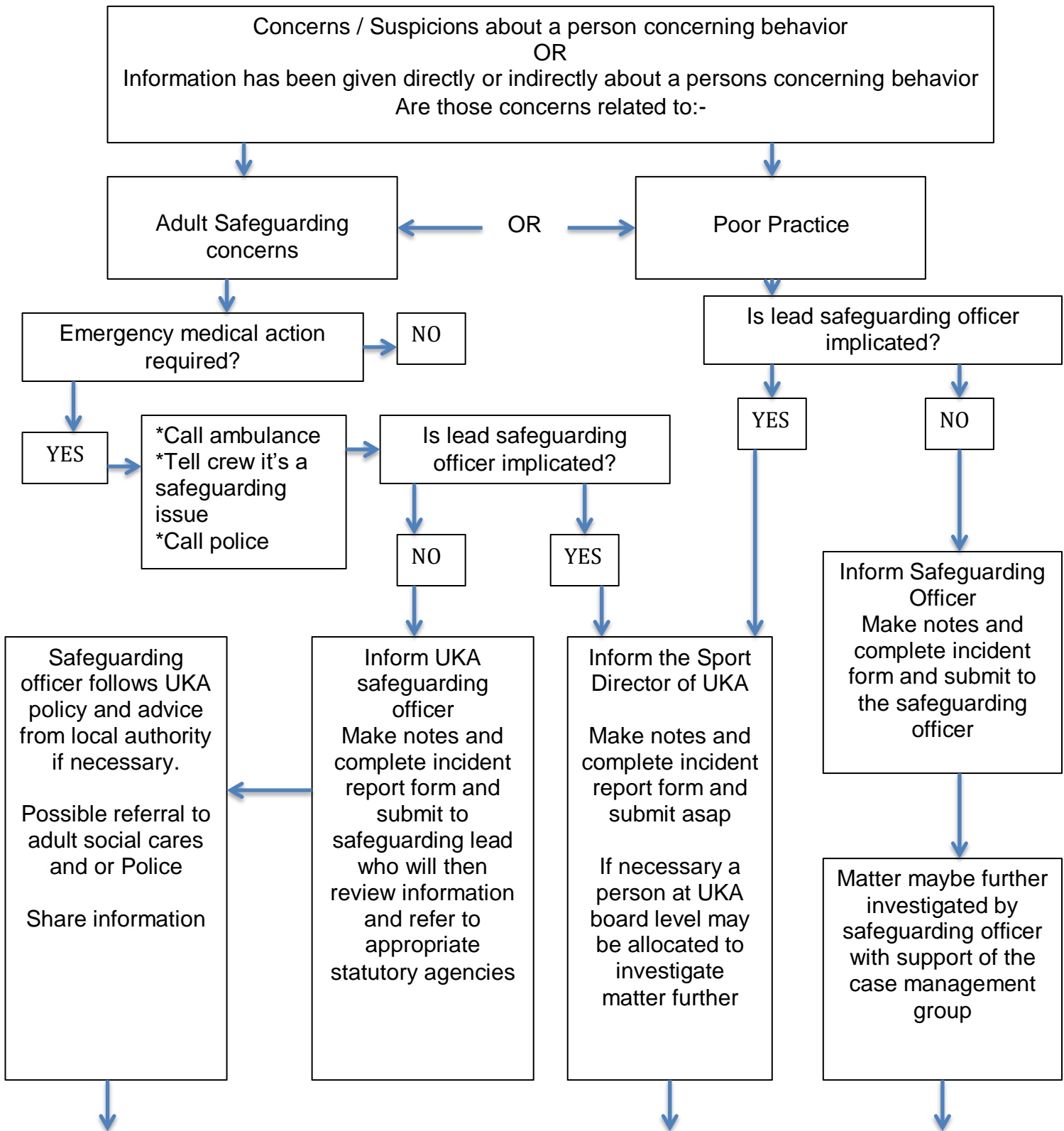
If you are concerned someone is in immediate danger, contact the police straight away.

It is important when considering your concern that you also consider the needs and wishes of the person at risk, taking into account the nature of the concern and consent of the person to share their information.

How to Record information

- Make a note of what the person has said using his or her own words as soon as practicable.
- Complete an Incident Form and submit to the UKA safeguarding officer
- As long as it does not increase the risk to the individual, you should explain to them that it is your duty to share your concern with your safeguarding officer, however their consent to this is paramount unless its considered they do not have the capacity or by not sharing puts the person more at risk.
- Describe the circumstances in which the information came about.
- Take care to distinguish between fact, observation, allegation and opinion. It is important that the information you have is accurate.
- Be mindful of the need to be confidential always, this information must only be shared with your safeguarding officer or others on a need to know basis.
- If the matter is urgent and relates to the immediate safety of an adult at risk then contact the police immediately or alternatively contact your local adult social care depending on the time of day.

Reporting a concern



Possible outcomes:

- * Criminal Investigation
- * Adult Care Safeguarding Assessment by social care
- * Disciplinary measure if involves member of UKA
- * No further action

NB:- Keep the adult concerned involved and updated throughout the process when possible

Good Practice, Poor Practice and abuse

Introduction

It can be difficult to distinguish poor practice from abuse, whether intentional or accidental.

It is not the responsibility of any individual involved in Karate to make judgments regarding whether or not abuse is taking place, however, all UKA personnel have the responsibility to recognise and identify poor practice and potential abuse, and act on this if they have concerns.

Good practice

UKA expects that that coaches of adult athletes:

- Adopt and endorse the UKA Code of Conduct for Coaches
- Complete a course in basic awareness in working with Adults at Risk.

Everyone should:

- Aim to make the experience of Karate fun and enjoyable.
- Promote fairness and playing by the rules.
- Not tolerate the use of prohibited or illegal substances.
- Treat all adults equally and preserve their dignity; this includes giving more and less talented members of a group similar attention, time and respect

Coaches and those working directly with adults at risk should:

- Respect the developmental stage of each athlete and not risk sacrificing his or her welfare in a desire for team or personal achievement.
- Ensure that the training intensity is appropriate to the physical, social and emotional stage of the development of the athlete.
- Work with adults at risk, medical adviser and their carers (where appropriate) to develop realistic training and competition schedules which are suited to the needs and lifestyle of the athlete, not the ambitions of others such as coaches, team members, parents or carers
- Build relationships based on mutual trust and respect, encouraging adults at risk to take

responsibility for their own development and decision- making

- Always be publicly open when working with adults at risk
- Avoid coaching sessions or meetings where a coach and an individual athlete are completely unobserved.
- Avoid unnecessary physical contact with people. Physical contact (touching) can be appropriate so long as:
 - ❖ It is neither intrusive nor disturbing.
 - ❖ The athlete's permission has been openly given.
 - ❖ It is delivered in an open environment. It is needed to demonstrate during a coaching session.
- Maintain a safe and appropriate relationship with athletes and avoid forming intimate relationships with athletes you are working with as this may threaten the position of trust and the respect between athlete and coach.
- Be an excellent role model by maintaining appropriate standards of behavior.
- Gain the adult at risk consent and, where appropriate, the consent of relevant carers, in writing, to administer emergency first aid or other medical treatment if the need arises.
- Be aware of medical conditions, disabilities, existing injuries and medicines being taken and keep written records of any injury or accident that occurs, together with details of treatments provided.
- Arrange that someone with current knowledge of emergency first aid is available always.
- Gain written consent from the correct people and fill out relevant checklists and information forms for travel arrangements and trips. This must be the adult themselves if they have capacity to do so.

Poor practice

The following are regarded as poor practice and should be avoided:

- Unnecessarily spending excessive amounts of time alone with an individual adult.
- Engaging in rough, physical or sexually provocative games, including horseplay.
- Allowing or engaging in inappropriate touching of any form.
- Using language that might be regarded as inappropriate by the adult and which may be hurtful or disrespectful.
- Making sexually suggestive comments, even in jest.

- Reducing an adult to tears as a form of control.
- Letting allegations made by an adult go uninvestigated, unrecorded, or not acted upon.
- Taking an adult at risk alone in a car on journeys, however short.
- Inviting or taking an adult at risk to your home or office where they will be alone with you.
- Sharing a room with an adult at risk.
- Doing things of a personal nature that adults at risk can do for themselves.

Note: *At times it may be acceptable to do some of the above. In these cases, to protect both the adult at risk and yourself, seek written consent from the adult at risk and, where appropriate, their carers and ensure that the Lead Safeguarding Manager and/or the Club Welfare Officer of your organisation or club is aware of the situation and gives their approval.*

If, during your care, an adult at risk suffers any injury, seems distressed in any manner, appears to be sexually aroused by your actions, or misunderstands/misinterprets something you have done, report these incidents as soon as possible to another adult in the organisation and make a brief written note of it.

Relevant Policies - This procedure should be read in conjunction with the following policies:

- UKA Safeguarding Policy
- UKA Safeguarding Children Procedures containing the following guidelines on: -
 - ❖ Whistle Blowing
 - ❖ Complaints & Conduct Policy
 - ❖ Disciplinary Process
 - ❖ Safer Recruitment
 - ❖ Useful Contacts