

# SAFEGUARDING SUMMARY

## Document Information

Date of Policy	2 August 2023
Version number	SS020823
Type of document	Policy
Purpose of document	Summary of the full RCPsych Safeguarding Policy
Target audience	Employees, agency workers, patients, carers, volunteers, workers and members
Distribution	On website
Date of Approval by SMT	02 April 2019
Date of Consultation with Heads Group	N/A
Date of Consultation with SRC	N/A
Author	SMT
Latest Review date	August 2023
Review recurrence	Annually
Date of next review	August 2024

## Document Control

Version Number	Reason for Change	Description of Change	Date of Change	Author
SS220722	Review of Policy	To update text from Republic of Ireland to Northern Ireland	22 July 2022	HR Coordinator
SS020823	Review of Policy	Added the board of trustees contact details	August 2023	HR Adviser

## SAFEGUARDING SUMMARY

If you require reasonable adjustments to read this document or have any questions about the policy/procedure/guidance please contact [hr@rcpsych.ac.uk](mailto:hr@rcpsych.ac.uk)

### WHAT IS SAFEGUARDING?

The word 'safeguarding' in the United Kingdom is used to describe measures to protect the health, well-being and human rights of individuals, which allow people — especially children, young people and vulnerable adults — to live free from abuse, harm and neglect.

As the College is an organisation that works closely with vulnerable groups and people with mental illness, intellectual disabilities and developmental disorders, it is very important to understand what safeguarding is and why it is important.

As well as safeguarding vulnerable groups, the College has a duty of care to ensure that no harm comes to those it works with from contact with our staff or volunteers because of the College's activities.

### REPORTING SAFEGUARDING CONCERNS

A safeguarding concern may arise in several ways. For example:

- You may witness abuse taking place
- A child, young person or vulnerable adult may tell you that they have suffered harm
- You may notice behaviour which gives rise to a suspicion that a child, young person or vulnerable adult has been harmed or is at risk of harm.

#### **If you have a concern relating to a child, young person or vulnerable adult:**

- **If the child, young person or vulnerable adult or someone else may be in immediate danger, call the police or ambulance or both**
- **Discuss your concerns with the College's Designated Safeguarding Lead (contact details below) as soon as possible and within 24 hours of the concern arising**
- **Information should only be shared on a need-to-know basis – you should otherwise keep the information confidential.**

It is the responsibility of all those who work with the College to report any safeguarding concern to the Designated Safeguarding Lead (DSL). If the DSL is unavailable or may have a conflict of interest or loyalty in relation to the matter, the Deputy Designated Safeguarding Lead (Deputy) should be contacted. If the DSL and Deputy are unavailable, please raise the concern with a member of the College senior management team.

You **should not investigate** any safeguarding concern yourself, as you may cause further harm.

## **SAFEGUARDING CONCERNS OUTSIDE THE COLLEGE**

If you are working in a hospital, school or prison or any other environment outside College premises, and you witness a vulnerable person being subjected to abuse or a vulnerable person makes a disclosure to you that they are being subjected to abuse in their hospital/ward/prison, please inform staff at the service immediately for them to investigate and take appropriate steps. You should also inform the College DSL or Deputy as soon as possible about the concerns and what actions have been taken to report the issue.

## **COLLEGE SAFEGUARDING POLICIES**

All College employees, workers, volunteers and contractors should familiarize themselves with the College safeguarding policy. It gives further information on:

- How to raise a concern
- Prevention
- Recognising signs of harm or abuse
- Safer recruitment (including criminal record checks)
- Photography and image sharing
- Guidance on dealing with disclosures of harm or abuse

We understand that safeguarding can be a sensitive and complicated issue and the College will provide support to any member of staff or anyone working on behalf of the College.

The College has leads for safeguarding who you should approach if you have any questions or concerns. They are:

### **DESIGNATED SAFEGUARDING LEAD (DSL)**

Name: Peter Thompson, Senior Associate Director of CCQI

Phone: 020 8618 4057

Email: [Peter.Thompson@rcpsych.ac.uk](mailto:Peter.Thompson@rcpsych.ac.uk)

### **DEPUTY DESIGNATED SAFEGUARDING LEAD (DEPUTY)**

Name: Marcia Cummings, Director of HR

Phone: 020 8618 4103

Email: [Marcia.Cummings@rcpsych.ac.uk](mailto:Marcia.Cummings@rcpsych.ac.uk)

**or email [Safeguarding@rcpsych.ac.uk](mailto:Safeguarding@rcpsych.ac.uk)**

### **BOARD OF TRUSTEE LEAD FOR SAFEGUARDING**

Name: Meera Nair

Email: [reachmeera@yahoo.com](mailto:reachmeera@yahoo.com)