

# **Sean Kinsella Martial Arts**

## **Safeguarding Adults Policy**

*Policy Owner: SEAN KINSELLA*

*Date Policy approved: ]*

*Next review Date:*

*Designated Safeguarding Lead: Sean Kinsella 07983609263*



## **Mission Statement**

Sean Kinsella Martial Arts takes pride in offering professional Wado Ryu Karate, Kickboxing and K1 classes to all students. Our goals are to help all students improve life skills alongside self defense abilities, whilst training in a safe environment.

## **Policy statement**

Sean Kinsella Martial Arts:

- believes that every student has the right to learn, without any form of abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.
- We believe that every student should have equal opportunities to participate, communicate and collaborate in a safe environment. We encourage all students to grow in confidence and feel valued at all times.
- Is committed to Safeguarding Adults in line with current national legislation and guidelines by implementing them into our classes and ensuring we create and maintain a safe and positive environment, whilst keeping lines of communication open if people do not feel safe or have any concerns and that they feel able to do this.
- Fulfils our duty of care by always doing everything possible to help safeguard and protect people from harm and to act immediately if we suspect anybody is being, or at risk of being, harmed.
- Has a zero-tolerance policy of harm to adults. This includes identifying any potential or increasing risk and reporting this as a safeguarding concern.

## **Scope**

This safeguarding policy applies to all individuals involved in Sean Kinsella Martial Arts and any non-members invited into the dojo (such as external students and visitors).

## **Purpose**

The aim of this document is to outline what it is we do and our priority in keeping our students safe. It is important because all people that are part of our school have a right to be safe, feel valued, and be confident that they know what steps to take if this is not the case. It is important that everyone involved in SKMA is aware of this policy and our commitment to following it, to ensure the safeguarding of adults.

This policy aims to cover:

- The legislation, our commitment and procedures for safeguarding adults.
- Our role and responsibility for safeguarding adults.
- What to do or who to speak to if someone has a concern relating to the welfare or wellbeing of an adult within the business.

## Implementation

Sean Kinsella Martial Arts intends to put this policy into practice by

- Using safe recruitment practices, including rigorous checks that must be validated prior to starting any work within the business. Enhanced DBS checks are non-negotiable.
- having a designated safeguarding lead. In this instance, Sean Kinsella is the DSL and is visible and/or contactable at all times.
- communicating the policy. This means that paper copies are available, the information will be available on the website, and information on where the policy can be found will be displayed on the noticeboard in the location(s) where this is available. The DSL can also verbalise the policy when questions arise.
- Having a code of conduct when running classes. This includes, but is not limited to, everyone having a responsibility to treat everyone else with dignity, respect, sensitivity and fairness, with anybody teaching to show professional competence and due care, whilst maintaining confidentiality.
- undertaking safeguarding adults training
- committing to ensuring that adult safety is included in risk assessments

## Legislation - what is adult safeguarding?

Adult safeguarding is protecting an adult's right to live in safety, free from abuse and neglect. The aim of this is to prevent harm and reduce the risk of abuse or neglect, to both adults without and with additional care and support needs.

Relevant information and legislation can be found below:

<https://www.eastsussexsab.org.uk/>

<https://www.sussexsafeguardingadults.org/introduction/about-these-procedures/>

Sexual Offences Act 2003



Mental Capacity Act 2005

Safeguarding Vulnerable Groups Act 2006

Disclosure & Barring Service 2013

Care Act 2014 and the Care and Support Statutory Guidance

## **Key Contact Details**

Sean Kinsella is the Designated Safeguarding Lead who is responsible for ensuring that this policy is adhered to. He will be responsible for the monitoring and recording of any safeguarding concerns and for ensuring that all concerns are shared with the appropriate authorities. It is not his responsibility to investigate, only to gather information as appropriate. The DSL can be contacted on 07983602936 or by email at seankinsella01@hotmail.com

## **Raising and Managing a Concern**

- Any safeguarding concerns can be reported via telephone or email to the DSL.
- Any concern that an adult is not safe is taken seriously, responded to promptly, and followed up.
- The DSL will speak to the adult about the issue wherever possible, noting how the adult would like the matter to be dealt with, and keeping them informed throughout the process.
- The DSL may seek advice from external sources, including but not limited to, the local Safeguarding Adults team, police or local Active Partnership.
- The DSL will only share information with the people that need to know, such as the above forementioned authorities. Any referrals or information sharing will be done with the consent of the adult wherever possible. If the adult consent is withheld, but the information is still passed on, it will be clearly documented alongside the reasons why. The DSL will make a written record of the concern and store it safely in line with Data Protection requirements.

**If someone is injured or at immediate risk, immediate action should be taken.  
Call 999 for police or ambulance.**

If someone does not give consent, advice can be sought from the police, Adults Safeguarding Team, NGB, Active Partnership or Anne Craft Trust etc, whilst keeping the name anonymous.



## Whistleblowing

If someone needs to raise a safeguarding concern regarding Sean Kinsella Martial Arts, they must report it immediately.

This can be done by contacting the governing body Federation of English Karate Organisation (FEKO) or Federation of Martial Arts (FMA).

You can also make a report to the Local Authority Designated Officer for East Sussex, by contacting SPoA on **01323 464222**.

## Recording and Information Sharing

All information is stored and retained through a NEST Management system, in line with GDPR and data protection.

Permission to photograph – these forms are in paper copy but only contain the name of the person to be potentially photographed during sports sessions and events relevant to Sean Kinsella Martial Arts, and permission from the consenting adult if they are completing on behalf of a student under 18. These forms are used for no other purpose.

## Sources of Information and Support

Local contact information:

East Sussex Safeguarding Adults Board **0345 60 80 191**

<https://www.eastsussexsab.org.uk/>

Governing body website: <https://www.feko.co.uk/>

### **Action on Elder Abuse**

A national organisation based in London. It aims to prevent the abuse of older people by raising awareness, encouraging education, promoting research and collecting and disseminating information.

Tel: **020 8765 7000**

Email: [enquiries@elderabuse.org.uk](mailto:enquiries@elderabuse.org.uk)

[www.elderabuse.org.uk](http://www.elderabuse.org.uk)

### **Ann Craft Trust**



A national organisation providing information and advice about adult safeguarding. The Ann Craft Trust has a specialist Safeguarding Adults in Sport and Activity team to support the sector

Tel: 0115 951 5400

Email: [Ann-Craft-Trust@nottingham.ac.uk](mailto:Ann-Craft-Trust@nottingham.ac.uk)

[www.anncrafttrust.org](http://www.anncrafttrust.org)

### Men's Advice Line

For male domestic abuse survivors

Tel: 0808 801 0327

### National LGBT+ Domestic Abuse Helpline

Tel: 0800 999 5428

### National 24Hour Freephone Domestic Abuse Helplines

England	Northern Ireland
Tel: 0808 2000 247 <a href="http://www.nationaldahelpline.org.uk/Contact-us">www.nationaldahelpline.org.uk/Contact-us</a>	Tel: 0808 802 1414 <a href="http://www.dsahelpline.org">www.dsahelpline.org</a> Twitter: <a href="https://www.twitter.com/dsahelpline">www.twitter.com/dsahelpline</a> Facebook: <a href="https://www.facebook.com/dsahelpline">www.facebook.com/dsahelpline</a>
Scotland	Wales
Tel: 0800 027 1234 Email: <a href="mailto:helpline@sdafmh.org.uk">helpline@sdafmh.org.uk</a> Web chat: <a href="http://sdafmh.org.uk">sdafmh.org.uk</a>	Llinell Gymorth Byw HebOfn/ Live free from fear helpline Tel: 0808 8010 800 Type Talk: 18001 0808 801 0800 Text: 078600 77 333

### Rape Crisis Federation of England and Wales

Rape Crisis was launched in 1996 and exists to provide a range of facilities and resources to enable the continuance and development of Rape Crisis Groups throughout Wales and England.

Email: [info@rapecrisis.co.uk](mailto:info@rapecrisis.co.uk)

[www.rapecrisis.co.uk](http://www.rapecrisis.co.uk)

### Respond

Respond provides a range of services to victims and perpetrators of sexual abuse who have learning disabilities, and training and support to those working with them.

Tel: 020 7383 0700 or



0808 808 0700 (Helpline)

Email: [services@respond.org.uk](mailto:services@respond.org.uk)

[www.respond.org.uk](http://www.respond.org.uk)

### **Stop Hate Crime**

Works to challenge all forms of Hate Crime and discrimination, based on any aspect of an individual's identity. Stop Hate UK provides independent, confidential and accessible reporting and support for victims, witnesses and third parties.

24 hours service:

Telephone: 0800 138 1625

Web Chat: [www.stophateuk.org/talk-to-us/](http://www.stophateuk.org/talk-to-us/)

E mail: [talk@stophateuk.org](mailto:talk@stophateuk.org)

Text: 07717 989 025

Text relay: 18001 0800 138 1625

By post: PO Box 851, Leeds LS1 9QS

### **Susy Lamplugh Trust**

The Trust is a leading authority on personal safety. Its role is to minimise the damage caused to individuals and to society by aggression in all its forms – physical, verbal and psychological.

Tel: 020 83921839

Fax: 020 8392 1830

Email: [info@suzylamplugh.org](mailto:info@suzylamplugh.org)

[www.suzylamplugh.org](http://www.suzylamplugh.org)

### **Victim Support**

Provides practical advice and help, emotional support and reassurance to those who have suffered the effects of a crime.

Tel: 0808 168 9111

[www.victimsupport.com](http://www.victimsupport.com)

### **Women's Aid Federation of England and Wales**

Women's Aid is a national domestic violence charity. It also runs a domestic violence online help service.

[www.womensaid.org.uk/information-support](http://www.womensaid.org.uk/information-support)

**ann craft trust**  
acting against abuse

Centre for Social Work



University of Nottingham

NG7 2RD

0115 951 5400

[ann-craft-trust@nottingham.ac.uk](mailto:ann-craft-trust@nottingham.ac.uk)

[anncrafttrust.org](http://anncrafttrust.org)

Everyone has a right to be treated with respect and dignity.

Everyone deserves to be safe.

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