

## VULNERABLE ADULT SAFEGUARDING POLICY

 This policy and procedures document outlines what safeguarding adults is and how we actively safeguard adults in our inclusive sport sessions.

 Inclusive United CIC endorses and adopts The FA's Safeguarding Adults Policy and the NSPCC Adults at Risk Policy. Inclusive United CIC regularly receives updates from the Ann Craft Trust and refers to their best practice.

### 1. Inclusive Culture

 We commit to ensuring Inclusive United is inclusive and provides a safe and positive experience for all participants, regardless of age, gender, gender reassignment, disability, culture, language, race, faith, belief or sexual orientation. We expect everyone involved with Inclusive United to share this commitment.

 Our goal is to promote the welfare and wellbeing of participants at all times. This means offering football and related inclusive sports to participants irrespective of their age, gender, experience or ability. We want to ensure that all present and future participants receive fair and equal treatment, in a way that ensures they feel included, their views are always heard and they enjoy their time at the club at all times.

 Our values underpin these safeguarding goals and everything we do and strive to achieve at Inclusive United. Everyone involved with the Club - officials, coaches, players, family members and volunteers - should always strive to follow the Inclusive United values.

### 2. Definition of an adult at risk

 • Over 18; and  
• Has needs for care and support (whether or not the local authority is meeting any of those needs); and  
• Is experiencing, or at risk of, abuse or neglect; and  
• As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.



### **3. Our commitment to safeguarding adults**

Adult safeguarding means protecting the adult's right to live in safety, free from abuse and neglect. We recognise we all have a responsibility to safeguard adults who are experiencing, or are at risk of, abuse and neglect and expect everyone in our club to share our commitment to this.

This means ensuring that our activities are modified in a way to ensure everyone involved can access them safely, by way of example we will ensure:

- All activities are low contact with tackling kept to safe minimum. Heading the ball will be avoided at all times.
- Activities are paced appropriately with no expectation or pressure to compete in all activities. All individuals can go at their own pace and activities will be adapted accordingly.
- All individuals will be fully supportive of each other and the club promote a friendly and enjoyable experience for all. A strong supportive community will be key to the success of helping with everyone's wellbeing.



### **4. Safer Recruitment**

We endorse and adopt The FA's safer recruitment guidelines for working with adults. When we recruit people to work or volunteer at Inclusive United, we:

- Specify what the role is, what tasks are involved and the skills and experience required to do the role;
- Interview applicants to explore their experiences, skills and motivation;
- Where possible involve players in this process;
- Check relevant qualifications or knowledge, especially relating to Inclusive Sport.
- Invite them to stay for a session and try out the role, whilst supervised;
- Ensure new staff or volunteers are welcomed and given an induction into safeguarding in our club, including knowing how and when to contact the Club Welfare Officer;
- If we have concerns about the appropriateness of an individual who has approached us to become part of our club, we seek advice from the County FA Designated Safeguarding Officer;
- We will request Enhanced DBS Checks for anyone working with our adults at risk.



### **5. Appointment**

We have appointed a Club Welfare Officer in line with the FA profile, person specification and safer recruitment guidance as well as best practice guidelines from the NSPCC and Ann Craft Trust. The Club Welfare Officer is our Managing Director and works to ensure that safeguarding adults is everyone's responsibility and is the first point of contact for any safeguarding concerns.

## 6.Training

It is mandatory that everyone who works or volunteers in our club completes The FA's free 'Safeguarding Adults' online course to develop an understanding of adult safeguarding concerns and takes regular training from relevant organisations.

## 7.Reporting

Safeguarding adults can be complex, so our Club Welfare Officer will seek guidance and advice whenever necessary from our County FA Designated Safeguarding Officer, the NSPCC, the Ann Craft Trust or the local authorities.

We will follow the framework below around reporting:

- Whenever possible, we will discuss any safeguarding concerns with the adult to establish their views and wishes before reporting;
- Whenever safe to do so, the adult will be advised that information about poor practice or abuse will be shared with the Club Welfare Officer.
- No-one in our club will keep safeguarding concerns to themselves and everyone must report poor practice, abuse and any concerns that an adult may be at risk, to the Club Welfare Officer. Holding back reports can leave adults at risk or allow poor practice to continue;
- We will take all reports seriously;
- We will address poor-practice concerns;
- If there are concerns that might be about abuse, the Club Welfare Officer will report the concern to the County FA Designated Safeguarding Officer (CFA DSO) within 24 hours and follow their advice;
- In an emergency, club members will contact the Police, call an ambulance or seek advice from local adult services. Advice from the statutory agency will be followed. In these circumstances the Club Welfare Officer (Adult Disability Teams) must be informed and they will report this incident to the County FA Designated Safeguarding Officer (CFA DSO) within 24 hours;

If we cannot contact the CFA DSO, we will contact the safeguarding team at the FA can also be contacted via [safeguarding@TheFA.com](mailto:safeguarding@TheFA.com).

## 8.Action We'll Take

We will act regarding poor practice, repeated or serious misconduct at club level in line with the club's complaint procedures and Safeguarding Adults policies. The club acknowledges the possibility of sanctions which may be implemented by the County FA or The FA in more serious circumstances.

## 9.Whistle Blowing

We support The FA's Whistle-Blowing Policy. Whistle-blowing is an important, accepted practice. No-one should feel guilty about using it. It allows anyone to raise a concern, if they feel an incident has not been properly managed or reported in line with the relevant club procedures, or that a colleague's conduct is not appropriate. To whistle-blow, email The FA at [safeguarding@TheFA.com](mailto:safeguarding@TheFA.com).

## KEY CONTACTS

### OUR CLUB WELFARE OFFICER /HEAD OF SAFEGUARDING

NAME: TRACY LIGHT

EMAIL: [CONTACT@INCLUSIVEUNITED.CO.UK](mailto:CONTACT@INCLUSIVEUNITED.CO.UK)

07746 155110

### OUR COUNTY FA DESIGNATED SAFEGUARDING OFFICER:

NAME: LILLY MICHAEL

EMAIL: [SAFEGUARDING@HERTFORDSHIREFA.COM](mailto:SAFEGUARDING@HERTFORDSHIREFA.COM)

TEL.: 01462 650215

### LOCAL OUT-OF-HOURS ADULT SERVICES:

ONLINE REPORTING [HTTPS://WWW.HERTFORDSHIRE.GOV.UK/SERVICES/ADULT-SOCIAL-SERVICES/REPORT-A-CONCERN-ABOUT-AN-ADULT/REPORT-A-CONCERN-ABOUT-AN-ADULT.ASPX](https://www.hertfordshire.gov.uk/services/adult-social-services/report-a-concern-about-an-adult/report-a-concern-about-an-adult.aspx)

TEL.: 0300 123 4042 (24 HOURS A DAY).

ANN CRAFT TRUST

[HTTPS://WWW.ANNCRAFTTRUST.ORG](https://www.anncrafttrust.org)

NSPCC - ADULTS AT RISK

[HTTPS://WWW.NSPCC.ORG.UK/](https://www.nspcc.org.uk/)

1<sup>ST</sup> SEPTEMBER 2025

TRACY LIGHT,



SIGNED .....

HEAD OF SAFEGUARDING, INCLUSIVE UNITED CIC