

Section 3

Safeguarding Policy with Particular reference to Vulnerable Adults

Our policy applies to all when working with vulnerable adults in an activity organised by the Society. For this purpose 'vulnerable adults' refers to any person aged 18 or over whose ability to protect himself or herself from violence, abuse, neglect or exploitation is significantly impaired through physical or mental disability, or illness, old age, emotional fragility or distress or otherwise; and for that purpose, the reference to being impaired is to being temporarily or indefinitely impaired.

There are four main elements:

- Ensuring we practice safe recruitment in checking the suitability of volunteers holding positions of responsibility to work with vulnerable adults
- Raising awareness of safeguarding issues and equipping volunteers with the skills needed to keep them safe
- Developing and then implementing procedures for reporting cases where a disclosure has been made
- Establishing a safe environment for vulnerable adults involved in the Societies activities.

Procedures

The NPS will follow procedures that:

- Ensure we have a designated Safeguarding Officer (SO) within the organisation to deal with any issues to do with reported cases of abuse or disclosures
- Ensure every volunteer knows the name of the VASO and their role

- Ensure all volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated VASO or in an emergency to any of the numbers at the end of this section.

The responsibility of the Safeguarding Officer (SO) supported by the Assistant Safeguarding Officer (AS) is to:

- Ensure safe recruitment practices are followed when appropriate
- Develop effective links with relevant agencies and co-operate as required within their enquiries regarding child safeguarding matters
- Notify the relevant Statutory Services if a disclosure is made
- Follow procedures where an allegation is made against a volunteer

Good Practice

The NPS undertakes to:

- Treat everyone with care, respect and dignity
- Recognise that those chosen as teachers in authorised group sessions or act Responsible Adults within NPS will be perceived by others as trusted representatives of the NPS
- Ensure communication is open and clear
- Carry out, where appropriate, risk assessment for all their activities
- Ensure volunteers avoid physical contact with others except with consent or for reasons of health and safety,
- Ensure, where appropriate, Responsible Adults hold a current enhanced DBS check and are cleared to work with vulnerable adults.

Implementation of good practice

- Volunteers behaviour and language must always be appropriate and respectful
- In the event of any disclosure by or of any incident involving a vulnerable adult, the Volunteer member will pass the information to the SO the same day
- Photographs of participants during sessions may only be taken with the specific knowledge and approval.
- NPS Volunteers and teachers must notify the SO of any accidents that take place during an event involving a student

Volunteers should :

- Not touch or adjust the instrument, or the player without prior permission from the person
- Be careful when sending texts - appropriate time? Appropriate content? appropriate reason for text? - to avoid misunderstanding.
- Not use or allow others to use inappropriate language unchallenged
- Not make sexually suggestive comments or tolerate conversation or actions that could be considered discriminatory, abusive or bullying.
- Take care when giving/offering lifts to piper's who you do not know well, or who are displaying signs of vulnerability..

Training

The VASO will ensure that relevant volunteers are fully conversant with the Safeguarding Policy and receive training as required.

All volunteers should

- Read and follow the NPS Safeguarding Policy, and Code of Conduct
- Read the following easy guide to what to do if you are concerned about an adult who might be being abused. It has been prepared by Newcastle City Council Safeguarding Team. <https://www.newcastlesafeguarding.org.uk/wp-content/uploads/2021/10/NSAB-leaflet-FINAL.pdf>
- Read the advice on the NHS England Website concerning safeguarding for older people <https://www.nhs.uk/social-care-and-support/help-from-social-services-and-charities/abuse-and-neglect-adults-at-risk/> or for help phone the **Hourglass Project: 0808 808 8141**
- Contact the SO if you have any concerns or would like to chat about a situation

Important Contact Numbers for Safeguarding Concerns

Safeguarding Officer 07972 259403 Assistant Safeguarding Officer 07538292382

Emergency Services 999

Northumbrian County Council Onecall 01670 536400

Newcastle Council Safeguarding referrals 0191 278 8377 (Monday-Friday, 8am-5pm) 0191 278 7878 (Evenings and Weekends)

North Tyneside Safeguarding for Children 0345 2000 109 or out of hours 0330 333 7475

North Tyneside Safeguarding for Adults 0191 643 2777 or out of hours 0330 333 7475

This Policy was agreed by NPS Trustees on 23 March 2026