



Policy Expectations

Version 1 February 2019

It is expected that providers of services will have safeguarding policies that are up to date and ratified, which reflect the Children's Act 1989/2004 and the Care Act 2014 and are compliant with the SSCB and SSAB Procedures. Documents should consider risks including Child Sexual Exploitation (CSE), Missing, Exploited and Trafficked, Female Genital Mutilation (FGM), Prevent, Modern Day Slavery, Domestic Abuse, Neglect, MCA & DoLS.

Agencies should have policies which cover the below areas of practice:

Chaperone Policy	Which is applicable to children and adults.
Consent to Treatment Policy	Which covers children and adults. This must make explicit reference to MCA and Gillick competence /Fraser guidelines
Choking Policy	
Deprivation of Liberty Safeguards (DoLS) 2009	will ensure that staff practice in accordance with legislation and any updated guidance
Domestic Abuse Policy	
Domestic Abuse Workforce Policy	
Fall Management Policy/Protocol	Supporting risk assessment, personalised care plan and least restrictive option. The falls policy will include guidance on which falls constitute a safeguarding concern
Key Safe Policy	
Medication Administration Policy,	including covert administration and best interest decision making processes
Nutrition and Hydration Policy	with recommended assessment tool, which includes a risk of choking and best interest decision making processes
Policy in relation to Severance Agreements	makes it explicit that no payments will be made to encourage staff to withhold any concerns about care quality and patient safety
Prevent policy	
Record Keeping Policy	which outlines the minimum national standards in relation to accurate and safe record keeping
Restriction/Restraint Policy	compliant with the Mental Capacity Act (MCA) covering the use of all forms of restraint. The restraint policy must include children and rapid tranquilisation as appropriate
Safeguarding Policy	reflects the Children Act 2004 and the Care Act 2014, and is compliant with the SSCB Safeguarding Children Procedures, SSAB Safeguarding Adults Procedures and includes specific information on Child Sexual Exploitation (CSE), Missing, Exploited and Trafficked, Female Genital Mutilation (FGM), Prevent, Looked after Children and Modern-Day Slavery
Safeguarding Supervision Policy	sets out the requirements of the workforce in relation to the requirement for supervision for staff working directly with children and adults. The organisation's supervision policy will clearly outline the process for enabling all staff who work directly with families, including those in adult services, to access supervision and also the level and frequency of supervision provided to all staff including the Named Professionals and Safeguarding Leads
Safer Recruitment Policy,	including DBS checks for staff and volunteers working with children and adults
Serious Incident Policy	
Whistle Blowing Policy	reflects the Public Interest Disclosure Act 2012 and covers arrangements for staff to express concerns both within the organisation or to external agencies. The provider will ensure that appropriate, relevant, accessible information is available at all times in all areas to staff, users and carers and the wider public in relation to whistleblowing. The information will inform the public and staff how to report concerns or allegations.