



## Carlisle United - VULNERABLE ADULTS POLICY

Where reference is made to Carlisle United this covers Carlisle United, the Academy Department, not the Community Sports Trust or Carlisle United Ladies which have their own safeguarding arrangements.

### Policy Statement

Part of the football philosophy of Carlisle United is our commitment to safeguarding and promoting the welfare of young players. We expect all staff, volunteers, parents/carers, young players, any partner agencies or any commissioned service providers to share this commitment.

The aims of Carlisle United Safeguarding Policies are to:

- a. Develop a positive and pro-active approach to safeguarding in order to best protect all children and young people who are registered with the Academy or engage in associated activities, enabling them to participate and achieve in an enjoyable and safe environment.
- b. Facilitate the provision of a range of child protection and awareness training for all staff or volunteers in line with guidance from The Football League and Local Safeguarding Children Boards (LSCBs) and in line with The FA requirements for work with children and young people.
- c. Demonstrate best practice in the area of safeguarding the welfare of all children and young people.
- d. Promote ethical work with children and young people.
- e. Work towards achieving the National Standards and post Standards for Safeguarding and Protecting Children in Sport devised by the Child Protection in Sport Unit of the NSPCC.

The key principles underpinning this Policy Statement are that:

- a. The welfare of children and young people is, and must always be, the paramount consideration.
- b. All children, young people and vulnerable adults have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious belief or sexual identity.
- c. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- d. Working in partnership with children, young people and their parents/carers is an essential element of our work.

**This specific policy is focused on vulnerable adults. It should be read in conjunction with the Club's overall Safeguarding Policy. There is a specific policy for Child Protection.**

The Club is committed to football being inclusive and providing a safe and positive experience for everyone involved in the game. Whilst it is hoped that the law, the FA Respect programme, the FA's Equality Policy and positive approaches to training and education are sufficient to safeguard all adults in football, the Club recognises that it has a responsibility to safeguard vulnerable adults from abuse and harm and to respond where abuse and harm are perceived to have occurred.

This policy will seek to provide guidance as to how to prevent harm, give clarity on how to report harm, to ensure investigation into harm and to respond to the outcome of such investigations in such a way as to reduce the risk of further harm to the individual vulnerable adult and to other vulnerable adults who may be affected in the future.

The Club recognises that the terms 'Vulnerable Adult', 'abuse' and 'harm' are open to interpretation and challenge but for the purpose of this Vulnerable Adult Policy they will be defined as follows:



### **A Vulnerable Adult or Adult at risk of harm shall be defined as:**

'A person aged 18 or over who is or who may be in need of community care services and support by reason of mental or other disability, age or illness and who is or who may be unable to take care of themselves from either the risk of, or the experience of abuse or neglect, or unable to protect themselves against significant harm or exploitation'.

An individual's level of vulnerability to harm may vary over time depending on the circumstances they are in and their needs at that time. Not all adults with care and support needs will be at risk of harm. This will depend on the individual, their current situation, and the circumstances they are in.

### **Abuse shall be defined as:**

Abuse is a violation of an individual's human and civil rights by any other person or persons. Abuse may consist of single or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it.

Within this context abuse can take the form of:

- *physical abuse* – including hitting, pushing, kicking, misuse of restraint or inappropriate sanctions
- *sexual abuse* – including sexual assault or acts to which the adult did not, or could not, consent
- *psychological abuse* – including emotional abuse, threats, deprivation of contact, humiliation, intimidation, coercion, verbal abuse, isolation or withdrawal from services
- *financial or material abuse* – including exploitation and pressure in connection to wills, property, inheritance or financial transactions
- *neglect or acts of omission* – including ignoring medical or physical care needs, withholding of medication or adequate nutrition and failure to provide access to appropriate health, social care or educational services
- *discriminatory abuse* – including racist, sexist and other forms of harassment.

### **Harm shall be defined as:**

Ill treatment and forms of ill treatment (including sexual abuse and forms of ill-treatment which are not physical) and also the impairment of, or an avoidable deterioration in physical or mental health and the impairment of physical, intellectual, emotional, social or behavioural development. 'Harm' may be caused by acts of commission and acts of omission.

The responsibility taken by this policy is to:

- Safeguard the welfare of Vulnerable Adults in football by protecting them from any significant physical, sexual and emotional harm and from neglect, bullying and financial harm within the game. This may include training and codes of practice amongst other strategies for reducing risk.
- Safeguard the welfare of Vulnerable Adults in football by making use of such vetting as is available to Carlisle United when seeking to establish suitability for a new or pre-existing role with Vulnerable Adults in football.



- Report to the appropriate authorities any concerns about abuse or harm to Vulnerable Adults whether this occurs within the game or elsewhere and whether this be a criminal offence or other concern. The appropriate authorities may be internal or external to the game. This will include identifying reporting frameworks and developing guidelines for reporting.
- Ensure appropriate investigations and responses to concerns about abuse or harm within the game including football sanctions as appropriate. This will include work in partnership with the Police and other statutory agencies charged with investigating and responding and with the Vulnerable Adult who is believed to be at risk or believed to have been harmed.
- Following such investigations, act to put appropriate safeguards in place to safeguard the Vulnerable Adult in the future and to reduce the risk of harm to other Vulnerable Adults in the game.
- Seek to develop internal skills and knowledge based on research, Government guidance and learning from experience.
- Review the policy annually.

### **Capacity shall be defined as:**

Capacity refers to an individual adult's ability to take a specific decision or take a particular action at a particular time even if they are able or not able to make other decisions at other times. The starting point should be that the person has capacity to decide unless it can be established that they cannot.

### **Care and Support needs shall be defined as:**

Care and support needs can arise from or are related to a physical or mental impairment or illness and are not caused by other circumstantial factors. This includes if the adult has a condition because of physical, mental, sensory, learning, or cognitive disabilities or illnesses, substance abuse or brain injury. This list is not exhaustive.

### **Objectives**

In order to provide safety, protection and security to vulnerable adults throughout our operations, we will adhere to our Vulnerable Adults policy and intend to:

- protect all vulnerable adults from abuse, whatever their age, culture, disability, gender, language, ethnic origin, religious beliefs or sexuality
- raise awareness of vulnerable adult protection issues and promote good practice
- conduct risk assessments to minimise potential hazards to vulnerable adults' welfare
- provide support to learners who have been abused and act proactively by preventing any similar incidents through risk assessment
- ensure all personnel fully understand their responsibilities and are provided with the appropriate training/regular updates of the legislation.

In achieving our policy aims and being proactive, we have developed procedures related to the recruitment of personnel and how allegations of vulnerable adult abuse should be dealt with. In light of this, we implement safe recruitment practices in checking the suitability of personnel to work with vulnerable adults.

The Club has a Safer Recruitment policy. Where applicants will take significant responsibility for safeguarding every child or young person during activities within Carlisle United, they will be



required to complete an enhanced Disclosure and Barring (DBS) check.

Personnel are selected on their suitability to meet the job/role-related requirements and responsibilities and their ability to demonstrate that they can work safely with children and/or vulnerable adults.

New members of personnel are then required to confirm their agreement to abide by the Carlisle United policies and procedures, including the child and vulnerable adult protection policy, in writing. Awareness of child and vulnerable protection policies will continue to be addressed via ongoing training. All members of personnel who work with children and vulnerable adults are required to adhere to this policy.

All current Carlisle United employees/volunteers with direct access to children and vulnerable adults will be required to complete a DBS Enhanced Disclosure via the FA DBS Unit. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Carlisle United guidance will be sought from The FA. It is noted and accepted that The Club will consider the relevance and significance of the information obtained via the FA DBS Unit and that all decisions will be made in the best interests of children and vulnerable adults.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practices with children or young people. This is to prevent direct sexual or physical harm to children or young people and to minimise the risk of 'grooming' within football

Carlisle United have appointed a Designated Safeguarding Officer (DSO) and a Senior Safeguarding Manager (SSM). The DSO is the first point of contact at the club and parents/carers regarding the concerns for the welfare of every child or young person. They liaise directly with the FA and EFL/NL and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing an awareness of poor practice and abuse amongst members.

## **RESPONDING TO CONCERNS, ALLEGATIONS AND DISCLOSURES**

All individuals have a moral and legal responsibility to report any concerns they have relating to poor practice or abuse towards vulnerable adults. Any individual who, in good faith, reports their concern that a vulnerable adult is or may be being abused either within or outside of the football environment, will be supported even if their concern is proved to be unfounded.

The Club has a 'whistleblowing' policy whereby all adults are encouraged to report any concern to the DSO, no matter how small it may appear and regardless of if there is any 'evidence' or 'witnesses'. All concerns will be treated seriously.

Concerns may arise because a vulnerable adult informs you directly that they are concerned about another person's behaviour towards them, or because you become aware through your own observations or through a third party of possible abuse.

Most concerns that abuse may be taking place come from observations of changes in a vulnerable adult, for example, their behaviour, appearance, attitude or relationship with others. These suspicions may develop over time.

## **WHAT TO DO IF A VULNERABLE ADULT DISCLOSES TO YOU**

If a vulnerable adult informs you directly that they are concerned about someone's behaviour towards them, you should observe the following:



- React calmly so as not to frighten the vulnerable adult.
- Ensure the immediate safety of the vulnerable adult.
- If immediate medical attention is required, ensure that the vulnerable adult is taken to hospital and that the Doctors are aware that this is a child protection issue.
- Tell the vulnerable adult that they are not be blame and that they were right to tell you.
- Take the disclosure seriously.
- Avoid leading the vulnerable adult and keep questioning to an absolute minimum. Only ask what is necessary to ensure a clear understanding of what has been said.
- Reassure the vulnerable adult but do not make promises of the outcome or of confidentiality which may not be possible.
- If there is suspicion of sexual abuse, do not let the vulnerable adult bathe or shower until given permission to do so as washing can destroy valuable evidence.
- Keep a factual record of events which could be used in legal proceedings at a later date. Inform the DSO, unless there is a reason not to do so, for example, if they are involved in the alleged abuse.
- If the DSO is not available contact the SSM, report your concerns to The Police or the FA/NSPCC Child Protection Helpline. The authorities will advise of what action to take next.

In most circumstances, the DSO will inform the necessary people or authorities. These may include parents/carers (unless there is a specific reason not to do so, for example, if the parents are the alleged abusers), The Police, LADO, The County FA, The FA, The EFL, The National League, the Academy Manager and the SSM at the Club.

Carlisle United will never promise confidentiality to any individual making a disclosure. Any individual can be assured that their information will only be shared with those who need to know in order to respond efficiently and appropriately to the disclosure. This may be within the Club or within other organisations inside or outside of football. With regards to external organisations (e.g. FA, County FA, EFL/NL, Police, LADO, etc), Carlisle United will share information when it is believed that a child is at risk. The SSM will make the decision of what information can be shared on a case-by-case basis.

The DSO will also attempt to differentiate between poor practice and child abuse. This decision may not be able to be made immediately and may only be possible after gathering further information.

If the concern is judged as poor practice rather than abuse, then the individual concerned will receive further advice, support and education (to include familiarisation with Club policies and codes of conduct, and the FA Safeguarding education), and there may be disciplinary action. The individual will be closely monitored by their Line Manager.

## **Review**

This Policy will be kept up to date, particularly as the Club changes in nature and size and new requirements emerge.

To ensure this, the Policy, and the way it is implemented, will be reassessed and amended on an ongoing basis and reviewed annual basis will be as follows:

- Complaints of a Safeguarding nature will be considered as agenda items and discussed at the:
  - Safeguarding Working Group (SWG) meetings
  - Academy Management Team (AMT) meetings and Technical Board (TB) meetings



- The Policy will be reassessed and amended on an ongoing basis by the CEO in consultation with the DSO and the SWG.
- The 1921 Board will:
  - include Safeguarding as an agenda item and feature in the Board Report
  - conduct an annual review of the Policy as part of the annual review
  - publish the Policy on its website

### Safeguarding contacts

Remember that in an emergency or where there is risk to life you should contact the police immediately.

If you have a concern you wish to raise with the Club please contact:

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|--------|----------------|--|---------------|
| • SSM  | Nigel Clibbens | <a href="mailto:nigel.clibbens@carlisleunited.co.uk">nigel.clibbens@carlisleunited.co.uk</a> |               |
| • DSO  | Scott Taylor   | <a href="mailto:scott.taylor@carlisleunited.co.uk">scott.taylor@carlisleunited.co.uk</a>     | 07708959007   |
| • MDSO | Sarah McKnight | <a href="mailto:sarah.mcknight@carlisleunited.co.uk">sarah.mcknight@carlisleunited.co.uk</a> | 0330 094 5930 |

### Other Safeguarding contacts in football:

Whilst any safeguarding concern should be raised with the Club Safeguarding contacts in the first instance, we recognise that this may not always be possible or appropriate. Below are the contact details for footballing partners with whom safeguarding concerns in relation to the Club can be discussed:

#### The National League Safeguarding Team

Tel: 0121 714 2207

Email: [safeguarding@thenationalleague.org.uk](mailto:safeguarding@thenationalleague.org.uk)

#### The English Football League Safeguarding Team

Tel: 01772 325940


Email: [safeguarding@efl.com](mailto:safeguarding@efl.com)

If they concern regards a person in employed in footballs conduct towards a child:

#### The FA Safeguarding Team

Tel: 0800 169 1863

Email: [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com)

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Signed		Nigel Clibbens Chief Executive