GUIDANCE

Guidance for Avoiding Allegations of Abuse or Neglect

Contact Officer

Director of Personnel (staff)
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Purpose

This guidance is designed to support and advise staff and students on avoiding allegations of abuse or neglect that may arise as part of their professional role. It is based on managing the risks of working with children (eg. via the Nursery or on School Practice) or adults in vulnerable situations (eg. when teaching, supervising or practicing Social Work or Midwifery).

Guidance

In terms of managing the risk of wrongful or misconceived accusations of abuse and/or neglect, members of the University are advised to consider the following steps:

In the case of children:

a. Maintaining a register of children they are working with
b. Aiming always to work in an open environment
c. Avoiding unnecessary physical contact
d. Avoiding unaccompanied journeys with a child. Always use the official mode of transport for the event and ensure the appropriate parental consent has been received
e. Avoiding inappropriate familiarity with children
f. Always acting upon and recording allegations/reports of abuse made by children
g. Always reporting potential concerns/allegations/reports of abuse, neglect, etc. made by children to the University’s Designated Safeguarding Officer.
h. Not inviting or allowing children to socialise with them and/or to visit them at home

i. Reporting any potential concerns to their Head of Institute or Department at the earliest opportunity.

In the case of adults in vulnerable situations:

a. Aiming to work in an open environment where possible

b. Avoiding unnecessary physical contact

c. Utilising official modes of transport where possible

d. Acting expediently upon allegations of abuse, neglect, etc. made by others

e. Reporting allegations (or personal concerns) of abuse, neglect, etc. to the University Designated Safeguarding Officer

f. Avoiding socialising, particularly alone, with such adults outside of a professional context

g. Reporting any potential concerns to their Head of Institute or Department at the earliest opportunity.

Related Policies / Procedures

University Safeguarding Policy
University Guidance on Lone Working
University Guidance on responding to allegations of abuse or neglect

Date Approved: March 2013
Approval Authority: University Safeguarding Committee