



**British Dance Council**  
**Safeguarding Adults Policy**

**1. Commitment and Statement of Intent**

The British Dance Council is committed to safeguarding adults with care and support needs. Abuse or neglect in any form will not be tolerated.

In line with the **Care Act 2014**, the organisation recognises its duty to:

- Safeguard adults at risk
- Promote their wellbeing
- Respect and consider their views, wishes, feelings, and beliefs

All safeguarding actions will aim to protect individuals while supporting their right to make informed choices and remain involved in decisions affecting them.

**2. Definition of an Adult at Risk**

For the purposes of this policy, an adult is anyone aged 18 or over.

An adult at risk is someone who:

- Has care and support needs (whether assessed by the Local authority or not)
- Is experiencing, or at risk of, abuse or neglect
- Is unable to protect themselves due to those needs

The British Dance Council acknowledges that some individuals may face barriers to seeking help and is committed to supporting them in accessing appropriate safeguarding support.

The British Dance Council recognises that individuals or members may also experience harm while not necessarily meeting the above criteria in all aspects and is fully committed to supporting any and all dancers within our community and BDC members who are experiencing harm under any circumstances.

### **3. Scope of the Policy**

This policy applies to all individuals working for or representing the British Dance Council, including:

- Staff and office holders
- Members and licence holders
- The President, Vice President, and Board of Directors
- The Designated safeguarding lead
- Volunteers, contractors, and assistants

All such individuals have a duty to ensure that no action or behaviour results in harm or abuse.

Failure to comply with this policy or to harm an individual in any way will be treated as gross misconduct. All relevant individuals must be familiar with this policy, its content and their responsibilities.

### **5. Safeguarding Principles**

Safeguarding adults means protecting their right to live safely, free from abuse and neglect.

The British Dance Council adopts an approach consistent with statutory guidance, ensuring that safeguarding practice is underpinned by:

- Empowerment
- Prevention
- Proportionality
- Protection
- Partnership
- Accountability

All safeguarding actions must be person-led and outcome-focused, supporting individuals to receive the care and protection that is right for them.

### **6. Roles and Responsibilities**

#### **Designated Safeguarding Lead (DSL)**

The British Dance Council will appoint a Designated Safeguarding Lead (DSL) responsible for:

- Providing safeguarding advice and guidance
- Receiving and recording concerns
- Referring matters to appropriate statutory authorities
- Supporting best practice across the organisation

The DSL will work closely with the President, vice president and the Board of Directors to ensure informed decision-making.

## **Responsibilities of Staff, Volunteers, and Representatives**

All individuals working for or on behalf of the organisation must:

- Understand their safeguarding responsibilities
- Be able to identify and report concerns
- Know how to contact Adult Social Care and the police
- Take appropriate steps to protect adults at risk

Those in regulated roles must hold a valid and appropriate DBS check (or equivalent).

## **7. Reporting Concerns**

All safeguarding concerns must be reported to the Designated Safeguarding Lead at the earliest opportunity using the appropriate reporting channels.

Where appropriate, formal reporting tools or forms should be used.

In the absence of the DSL, individuals must contact Adult Social Care or the police directly and report retrospectively to the DSL.

The BDC complaints and whistleblowing policies can also be used to support action.

## **8. Consent and Information Sharing**

Consent is central to safeguarding adults.

Before sharing information or making a referral:

- Consent should be sought from the individual wherever possible
- The individual should be fully informed about what they are consenting to

Consent is not required where:

- There is an immediate risk to the individual or others
- It is unsafe to seek consent or there is immediate risk of significant harm or to life
- The individual lacks capacity to consent
- The individual is experiencing extreme coercion or control

All decisions regarding consent and information sharing must be recorded, including:

- What information was shared
- With whom
- The rationale for doing so

Information shared must always be necessary, proportionate, and relevant.

## **9. Mental Capacity**

The Mental Capacity Act 2005 underpins this policy.

Key principles include:

- Adults are presumed to have capacity unless proven otherwise
- Individuals have the right to make their own decisions
- Decisions made on behalf of those lacking capacity must be in their best interests

**Where there are concerns about coercion, duress, or undue influence, specialist advice should be sought.**

## **10. Responding to Concerns**

Where abuse or neglect is suspected, individuals must:

### **Take Action**

- Ensure immediate safety (including contacting emergency services if required)
- Provide reassurance and support
- Gather relevant information without asking leading questions

### **Report**

- Inform the Designated Safeguarding Lead

### **Record**

- Document all details accurately and promptly

### **Refer**

- Support referral to Adult Social Care where appropriate or in the individual's best interests

## **11. Medical Attention**

If an individual requires urgent medical care:

- Immediate medical attention must be sought
- Safeguarding concerns should be shared with healthcare professionals
- No action should delay emergency treatment

## **12. Understanding Abuse and Neglect**

The British Dance Council is committed to:

- Preventing abuse and neglect wherever possible
- Reducing risks to adults with care and support needs
- Supporting individuals to maintain control over their lives
- Raising awareness and promoting understanding of safeguarding issues
- Providing accessible information on how to seek help

### **13. Confidentiality**

Confidentiality must be maintained at all times.

Information will only be shared:

- On a need-to-know basis
- In accordance with data protection legislation and safeguarding guidance
- To support safeguarding, investigation, and decision-making processes

### **14. Referrals and External Engagement**

The Designated Safeguarding Lead is organisationally responsible for making referrals to Adult Social Care or the police.

If there is uncertainty, advice should be sought from Adult Social Care.

The DSL's role is to:

- Gather and clarify information
- Facilitate appropriate referrals
- Support safeguarding processes

The DSL does not carry out formal investigations unless agreed as part of a statutory process. The DSL may make general enquiry regarding lower-level safeguarding practice-based concerns.

The DSL will share with an individual's awarding organisation or event organisers wherever possible.

### **15. Allegations Against Staff, Volunteers, or Representatives**

Any concerns about individuals working for or representing the British Dance Council must be reported immediately to the DSL. Reporting to the DSL does not remove the need to report to social care or the police.

Examples include where an individual may have:

- Caused harm or posed a risk of harm
- Committed a criminal offence
- Behaved in a way that indicates unsuitability to work with adults at risk

Those involved must not undertake any investigation or questioning themselves.

All concerns will be referred to the appropriate safeguarding authorities.

This includes concerns arising outside of the individual's professional role where risk may still be present.

## **16. Safer Recruitment**

The British Dance Council will take appropriate steps to ensure that all staff, contractors, and volunteers are suitable to work with adults with care and support needs.

This includes appropriate screening and checks prior to engagement.