



BELMONT ORTHODONTIC CENTRE

5a Belmont, Shrewsbury, Shropshire, SY1 1TE

Safeguarding policy

Here at Belmont Orthodontic Centre, we are committed to safeguarding children and vulnerable adults. Our dental team accepts and recognises our responsibilities to develop an awareness of the issues which may cause children and vulnerable adults harm.

Belmont Orthodontic Centre endeavours to safeguard children and vulnerable adults by

- Being aware of safeguarding guidelines and adopting these in our practice procedures and policies
- A code of conduct for the dental team.
- Making staff and patients aware that we take safeguarding matters seriously and respond to all concerns
- Sharing information about concerns with agencies who need to know and involving parents and children appropriately
- Following practice procedures for staff recruitment and selection and, where appropriate,
- enhanced criminal records checks and ISA Adult First checks
- Effective management of staff, ensuring access to supervision, support and safeguarding training.

The following practice principles reinforce this policy:

- Patients have access to information and knowledge to allow them to make an informed choice about their treatment
- Patients are given the opportunity to consider the various treatment options available to them and are encouraged to participate fully in their care at the practice

- Patients are supported in making decisions about their treatment and can give or withhold consent to treatment. No one can give or withhold consent on behalf of another adult unless they are authorised to do so by law
- Information about patients held by the practice is managed in accordance with data protection legislation and all members of the team understand the need for confidentiality
- The individual needs of each patient are respected
- The background and culture of all patients is respected
- Practice procedures ensure the safety of patients at all times
- Safe recruitment and selection procedures at the practice are followed routinely and all required checks are carried out.

Other practice policies relevant to this safeguarding policy include:

- Confidentiality policy
- Consent policy
- Equality policy
- Patient safety policy
- Recruitment policy

Mrs Helen Walton, the practice Safeguarding Lead, is responsible for ensuring our procedures for safeguarding children and vulnerable adults are kept up to date and is our point of contact for raising concerns.

We are committed to reviewing our policy and good practice standards at regular intervals.

Supporting guidance

Belmont Orthodontic Centre endeavours to ensure that all Patients should be kept safe from harm and danger. All members of the team should know what to do to keep patients safe and what action to take if they think that someone is being harmed.

Definitions

- A child is anyone who has not yet reached their 18th birthday¹
- A vulnerable adult is a person aged 18 years or over who is, or may be, in need of community care services or is resident in a continuing care facility by reason of mental or other disability, age or illness or who is, or may be, unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation².

Signs of abuse

Members of the dental team may observe the signs of abuse or neglect or hear something that causes them concern about a child or vulnerable adult. Team members are not responsible for

¹ England, Wales, Northern Ireland and Scotland have their own guidance on keeping children safe, but all agree that a child is anyone who has not yet reached their 18th birthday.

² Definitions of a vulnerable adult vary, but this definition is consistent with most definition used by health organisations.

diagnosing child abuse or neglect but must share concerns appropriately. All team members should be aware of the local procedures for child protection.

Abuse or neglect may be suspected as a result of:

- A direct allegation ('disclosure') made by the child, vulnerable adult, a parent or some other person
- Signs and symptoms suggestive of physical abuse or neglect
- Observations of child behaviour or parent-child interaction, or observation of the vulnerable adult and the relationship they have with their carer.

If abuse or neglect is suspected

It is uncommon for the dental team to see patients with signs of abuse. If you have concerns about a patient who may have been abused and there is no satisfactory explanation, you should:

- Discuss your concerns with a colleague or Mrs Helen Walton
- If you remain concerned, for an **Adult** you should seek informal advice from the local social services department, the **First Point of Contact Team at Shropshire Council on 0345 678 9021 (Monday to Thursday 9.00am to 5.00pm, and Friday 9.00am to 4.00pm), outside of these hours, please telephone Emergency Social Work Duty Team on 0345 678 9040** if you are unable to get through on any of the above numbers, please telephone the **Care Quality Commission on 03000 616161** or e-mail enquiries@cqc.org.uk without disclosing the Adult's name to help you decide whether a formal referral is needed. If you feel the Adult is in immediate danger you should contact 999 or for other calls to the police ring 101.
- For a **Child** contact **Shropshire Council – Social Care Team on 0345 678 9021**, however if you feel the child is in immediate danger **contact 999, however for other calls to the police contact 101. If you are unable to get through on any of the above numbers, please telephone the NSPCC on 0808 800 5000 or e-mail help@nspcc.org.uk.**
- Seek permission from the patient to refer, unless
 - doing so would put the patient at greater risk
 - the parents or carers are being abusive or violent and discussion would put others at risk
 - you suspect sexual abuse by a family member

Where there is serious physical injury arising from suspected abuse, you should:

- Refer the individual to the nearest hospital A&E department, with the consent of the person having parental responsibility or care of the child
- Advise the A&E department in advance that the patient is being sent.

- If consent is not obtained, contact the duty social worker at the local Social Services Department or the police, so that action can be taken to safeguard the welfare of the individual

Records

Records of the incident should be maintained and be restricted to:

- The nature of the injury
- Facts to support the possibility that the injuries are suspicious.

Date: *31st July 2019*

Review date: *31st July 2020*