



**Global Anaesthesia
Development Project**

Global Anaesthesia Development Project Safeguarding Children, Young People and Vulnerable Adults Policy

Trustee Safeguarding Lead- Zambia: Dr. Hazel Mumphansha

Trustee Safeguarding Lead- UK: Dr. Emma Lillie

Global Anaesthesia Development Project acknowledges the duty of care to safeguard and promote the welfare of children, young people and vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

The policy recognises that the welfare and interests of all vulnerable individuals the organisation's volunteers may encounter in their work are paramount in all circumstances. All individuals without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs.

Global Anaesthesia Development Project acknowledges that some individuals, including disabled children or adults or those from ethnic minority communities, can be particularly vulnerable to abuse and we will take appropriate steps to endeavour to ensure their welfare.

This policy applies to anyone working on behalf of the Global Anaesthesia Development Project, including the board of trustee, volunteers and paid staff.

Definitions

For the purpose of this policy, the term "safeguarding" will relate to children, young people and vulnerable adults and will mean:

- Protecting individuals from harm
- Preventing impairment of health or development
- Taking action to enable individuals to have the best life chances

For the purpose of this policy, the term "abuse" will mean any action by another person that causes, or has the potential to cause, significant harm to another person. This can be physical, sexual, emotional, or neglect.

Responsibilities

As part of our safeguarding policy Global Anaesthesia Development Project will

- promote and prioritise the safety and wellbeing of children, young people and vulnerable adults
- appoint Trustee Leads for Safeguarding for the UK, and any other country in which the charity operates

- regularly assess potential for safeguarding risks and record this on the charity's risk register
- value, listen to and respect children, young people and vulnerable adults
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect or other safeguarding concerns relating to children, young people and vulnerable adults
- recruit volunteers safely, ensure necessary checks are made and prevent the employment/deployment of unsuitable individuals
 - require all volunteers within the organisation to provide a Disclosure and Barring Service check, or equivalent check for non-UK volunteers, undertaken within the last three years
 - require all volunteers within the organisation to provide evidence of level 1 child protection training
- ensuring that volunteers are aware, and the organisation at all times implements, the GADP Code of Conduct policy and Whistleblowing policy

Reporting

- All volunteers with the Global Anaesthesia Development Project, will report suspected cases of abuse either in person or by telephone contact at the first available opportunity to the GADP local safeguarding lead, or if unavailable, the UK lead. Names and contact details for these individuals are:

Zambia Safeguarding Lead **Dr Hazel Mumphansha**, hazelsonkwe5@gmail.com,
+260 96 9239620

UK Safeguarding Lead **Dr Emma Lillie**, emmalillie@googlemail.com,
+44 7898 844463

Following this initial reporting, the volunteer will document the concerning incident in writing and send this to the local or UK Safeguarding lead. This documentation will include:

- Identifying details for the individual the concern is regarding (including name and date of birth)
- Description of event(s) observed or heard leading to the concern including date, time and location
- Action take so far in response to this concern
- Name, position and signature of the reporting individual
- Date and time of the report

- The GADP Safeguarding lead will then ensure the report is escalated to the appropriate healthcare, social work or police team. In Zambia these reporting procedures are as follows:
 - Paediatric Cases are reported to the Paediatric Centre of excellence who have an established one stop abuse reporting centre. They have a specialised team that investigate cases of child abuse and report to the police.
 - Adult female cases are reported to the Woman and Newborn Hospital who have an established one stop abuse reporting centre. They have a specialised team that investigate cases of child abuse and report to the police.
 - Currently as there is not a one stop reporting centre for Adult Male cases, these would be discussed with the Social Worker and if needed reported to the Hospital Police.
- GADP will ensure our safeguarding concerns are shared with health institutions and agencies who need to be made aware to ensure the individual(s) concerned are safe
- GADP will ensure support is provided to the individual/s who raise or disclose the concerns
- GADP will keep confidential, detailed and accurate records of all safeguarding concerns which will be securely stored
- GADP will investigate and manage any safeguarding concerns raised about our volunteers and staff. Procedures taken will include:
 - Documenting concerns and reporting to the appropriate healthcare, social work or police team as above
 - Immediately reporting to the Head of Department of Anaesthesia (of the relevant hospital) and GADP safeguarding leads.
 - Individuals concerned would be immediately removed from clinical duties and reported to the Health Professions Council of Zambia (HPCZ). HPCZ would investigate and take appropriate action.

Investigation

GADP will ensure escalation of all concerns of potential abuse without delay to enable the relevant authorities to investigate. All women and children suspected of abuse would be investigated by the one stop abuse reporting centres. Cases of adult male abuse would be investigated by the social worker who will refer to hospital police if required.

Concerns about volunteers will be reported to the Head of Department of Anaesthesia (of the relevant hospital), GADP safeguarding leads and the HPCZ. HPCZ will be responsible for further investigation and in confirmed suspicions of abuse, will be responsible for revoking medical licenses and reporting to the police.

Disciplinary Action

The policy and procedures will be widely promoted and are mandatory for everyone involved in Global Anaesthesia Development Project. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board.
- as a result of any other significant change or event.

Last Reviewed October 2019