

# Safeguarding Policy

## our commitment

The bpf is committed to practices that protect and safeguard the welfare of infants, children, adolescents and 'adults at risk' from harm and creating a 'safer' environment that promotes well-being and safety. We recognise that we all have a duty of care to safeguarding children and adults at risk from harm, including abuse and neglect.

Staff at the bpf understand the importance of safeguarding children and adults at risk. The bpf support staff to have an awareness of types of abuse and neglect and have processes in to keep children and adults at risk safe from harm.

The bpf will provide advice and support to our staff, members and students to fulfil our commitment to safeguarding children and adults at risk from harm.

## definitions

United National Convention on the Rights of a Child 1989

- A **child** is anyone under the age of 18 years old. Children have a right to be safe and should be protected from all forms of abuse and neglect, which may include: bullying and cyberbullying; child sexual exploitation; child trafficking; criminal exploitation and gangs; domestic abuse; emotional abuse; female genital mutilation; grooming; neglect; non-recent abuse; online abuse; physical abuse; and/or sexual abuse.

Care Act 2014 (Legislation may differ between England, Wales, Scotland and Northern Ireland)

- An '**adult at risk**' is someone who has needs for care and support (whether or not a local authority is meeting any of those needs) and is experiencing, or is at risk of experiencing, abuse or neglect, and as a result of those care and support needs, is unable to protect themselves from either the risk of, or the experience of, abuse or neglect. An adult at risk may be at risk of: physical abuse; domestic violence or abuse; sexual abuse; psychological or emotional abuse; financial or material abuse; modern slavery; discriminatory abuse; organisational or institutional abuse; neglect or acts of omission; and/or self-neglect.

A **safeguarding concern** may be a disclosure or allegation of abuse or neglect that is made by or against a member of staff of the bpf, a member or student of the bpf or about a patient of a member or student.

## our responsibilities

We will:

- respect the rights and feelings of children and adults at risk.
- promote and implement appropriate procedures to safeguard the well-being of children and adults at risk and protect them from abuse and neglect.
- provide training to staff to ensure that they have an awareness and understanding of types of abuse and neglect and know the process for raising a safeguarding concern.
- support staff to adopt best practice to safeguard and protect children and adults at risk from abuse and neglect.
- ensure that appropriate safer recruitment processes are in place for the recruitment, appointment and employment of all staff.
- require staff to adopt and abide by this Safeguarding Policy.
- support our members to understand the importance of safeguarding children and adults at risk and provide guidance and information for recording and sharing safeguarding information.
- have in place **Safeguarding Leads** whose role is to provide advice and support on safeguarding matters.
- respond to any allegations of misconduct or abuse of children and adults at risk in accordance with our policies, our complaints procedures and where relevant, the Standards of Conduct, Practice and Ethics (2025) of the British Psychoanalytic Council, the Code of Professional Conduct and Ethics of the Association of Child Psychotherapists and/or the Code of Ethics and Professional Conduct of the UKCP.

## principles

This policy is based on the following principles:

- we all have a duty to safeguard children and adults at risk from abuse and neglect and we recognise that the welfare of children and adults at risk is the primary concern.
- everyone, and especially children and adults at risk, have a right to protection from abuse and neglect, regardless of their age, gender reassignment, marital status, disability, race (including colour, nationality, ethnic or national origin), religion or belief, sex or sexual orientation and whether they are pregnant or on maternity leave. A person may also be protected from discrimination if they are associated with someone who has protected characteristics, such as a family member or friend.
- it is everyone's responsibility to report any concerns about abuse and neglect through the appropriate channels.

- all incidents of alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately in accordance with the relevant policy and processes of the bpf and/or the British Psychotherapy Foundation or Association of Child Psychotherapists.
- information sharing will be processed in accordance with the requirements of the Data Protection Act 1998 and General Data Protection Regulations 2018.
- any processing of Disclosure and Barring Service (DBS) checks for staff are carried out in accordance with our safer recruitment practices.
- bpf will request enhanced with barred list DBS checks for students in accordance with our DBS Policy for Trainees.

## **code of behaviour**

The bpf expect staff and members to:

- encourage and support a child or adult at risk to feel comfortable enough to report attitudes or behaviour they do not like.
- ensure their personal relationships do not affect their professional role.
- follow the appropriate reporting procedure if they find themselves the subject of inappropriate affection or attention from a child or adult at risk.
- be aware of the procedures for reporting safeguarding concerns or incidents. Staff and members should not take responsibility for managing a safeguarding concern or start an investigation but instead ensure that all information is recorded and shared through the appropriate channels.
- be familiar with the reasons for sharing information about safeguarding concerns, and the reason for sharing information should be documented.

## **our commitment to reviewing our safeguarding practices**

We will:

- review this Policy and associated guidance in accordance with the bpf's Policy Register.
- as part of the annual review, reflect on lessons learned in order to ensure our policy, guidance and training is fit for purpose and meets the needs of our staff, members and students.

## **Internal Resources**

- DBS Policy for Trainees  
<https://www.britishpsychotherapyfoundation.org.uk/education/training-faqs/>
- Safeguarding Guidance  
<https://www.britishpsychotherapyfoundation.org.uk/content/safeguarding>

## External Resources

- Disclosure and Barring Service  
<https://www.gov.uk/government/organisations/disclosure-and-barring-service>
- Equality Act 2010  
<https://www.equalityhumanrights.com/equality/equality-act-2010>
- Information sharing advice for safeguarding practitioners published by HM Government  
<https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice>
- British Psychoanalytic Council (BPC)  
<https://www.bpc.org.uk/>
- Association of Child Psychotherapists (ACP)  
<https://childpsychotherapy.org.uk/>
- UK Council of Psychotherapy  
<https://www.psychotherapy.org.uk/>

Version	Date	Description of amendments	Author
V1	16 May 2023	Safeguarding Policy	Head of Safeguarding
V2	19 Sept 2025	Change of terminology: from 'trainee' to 'student', Updated definition of 'children'. Change to safer recruitment practices. Addition of Internal Resources and External Resources.	Head of Safeguarding & Professional Standards Development