



BRITISH TAEKWONDO

SAFEGUARDING ADULTS POLICY

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This Safeguarding Adults Policy should be read in conjunction with the following related policies and procedures

Safeguarding Children Policy

Code of Conduct

Communications Policy including Social Media

Use of Photography and Film Images

Safer Recruitment Policy including Criminal Record Check Procedure

Disciplinary Code

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SECTION 1 - Policy

1.1 Introduction & Aims

British Taekwondo wants to make sure that everyone involved in Taekwondo can do so in a safe and protected way. We need to ensure that everyone follows best practice and complies with the law. This policy identifies the steps that should be followed to protect adults at risk and how to deal with concerns that may arise.

1.2 Definitions

The adults referred to in this document are adults at risk using the definition from the Care Act 2014. This is defined as a person aged 18+ who:

- Has need for care and support (whether or not the local authority is meeting any of those needs) and
- Who is experiencing or is at risk of, 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 is not exclusively someone with a disability although they themselves may be defined by one or more of the above descriptors.

Some examples of scenarios within taekwondo where an adult is at risk would be:

- An elite 18 year old athlete being groomed for sexual abuse by their coach
- A member being financially exploited by another club member
- A young woman confiding in her coach about a forthcoming holiday where she believes she will be married against her will
- A club insisting on receiving a parental consent form before taking a 20 year old participant with a mild learning disability on an away day trip
- A coach who regularly neglects the individual needs of disabled participants when training

Abuse is a violation of an individual's human and civil rights by another person or persons.

Adult safeguarding is protecting a person's right to live in safety, free from abuse and neglect.

Capacity refers to the ability to make a decision at a particular time, for example when under considerable stress. The starting assumption must always be that a person has the capacity to make a decision unless it can be established that they lack capacity (Mental Capacity Act 2005).

Consent is a clear indication of a willingness to participate in an activity or to accept a service. Everyone should always be mindful of the need for adults at risk to consent to, and to be comfortable with, any proposed activity/service. Consent can be given verbally, by gesture, by willing participation or in writing.

It is important to remember that no one can give, or withhold, consent on behalf of another adult unless special provision for particular purposes has been made for this, usually in law. In certain situations, however, the need for consent can be overridden. This is generally when it is in the public interest to do so, for example, the disclosure of information to prevent a crime or risk to health or life.

The definitions of abuse for Adults at Risk include:

Physical Abuse	Includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions
Domestic Abuse	Including physical, sexual, emotional, psychological, coercive or controlling behaviour, economic abuse and so-called honour-based abuse.
Sexual Abuse	This includes rape and sexual assault or sexual acts to which the adult at risk has not consented or could not consent or was pressured into consenting
Psychological Abuse	This includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks
Financial/material abuse	Including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
Modern Slavery	Including slavery, servitude, forced or compulsory labour, human trafficking and exploitation. Victims may be controlled through violence, coercion, intimidation or debt bondage.
Discrimination	Is abuse which centres on a difference or perceived difference particularly with respect to any of the Protected Characteristics of the Equality Act 2010. Research tells us that bullying of vulnerable groups can be an issue in sport.
Organisational abuse	This is abuse which centres around routines and schedules which have been designed for the benefit of the organisation and not the individual.
Neglect and acts of omission	Including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life such as medication, adequate nutrition and heating.
Self-neglect	This covers a wide range of behaviour, including neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.
Online/Cyber Abuse	Includes online harassment, cyberstalking, image-based abuse, online grooming, coercion, fraud and exploitation through digital or social media platforms.
Mate crime	Abuse, exploitation or criminal behaviour targeted at someone because of a disability, learning disability or perceived vulnerability.
Cuckooing	When a vulnerable person's home is taken over by others for criminal activity.

1.3 Legislation and Guidance

British Taekwondo recognises its responsibilities under relevant safeguarding, equality, human rights, information sharing and criminal justice legislation. Key legislation and guidance includes:

- Human Rights Act 1998
- Equality Act 2010
- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Public Interest Disclosure Act 1998
- Sexual Offences Act 2003
- Modern Slavery Act 2015
- Counter-Terrorism and Security Act 2015 (Prevent Duty)
- Domestic Abuse Act 2021
- Marriage and Civil Partnership (Minimum Age) Act 2022
- Online Safety Act 2023

England & Wales

- Care Standards Act 2000
- Domestic Abuse Act 2021
- Mental Capacity Act 2005 and Deprivation of Liberty Safeguards (DoLS) (British Taekwondo acknowledges ongoing national reforms in relation to Liberty Protection Safeguards (LPS), although these have not yet been implemented in England and Wales.)
- Safeguarding Vulnerable Groups Act 2006
- The Protection of Freedoms Act 2012
- The Care Act 2014 (England Only)
- Social Services & Wellbeing Act 2014 (Wales only)
- Making Safeguarding Personal Guide 2014

Scotland

- The Adult Support & Protection (Scotland) Act 2007
- Adults with Incapacity (Scotland) Act 2000
- Mental Health (Care and Treatment) (Scotland) Act 2003
- Public Bodies (Joint Working) Act 2014
- Protection of Vulnerable Groups (Scotland) Act 2007

Northern Ireland

- The Mental Health (Northern Ireland) Order 1986
- The Safeguarding Vulnerable Groups (Northern Ireland) Order 2007
- The Sexual Offences (Northern Ireland) Order 2008
- Adult Safeguarding: Preventing and Protection in Partnership

1.4 Principles

It is important for **everyone** to be alert to possible signs of abuse or neglect and acting on their concerns.

The 6 principles of safeguarding set out within the Care Act are as follows:

Principle	Definition	What does this look like in practice
Empowerment	People being supported and encouraged to make their own decisions and informed consent.	"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."
Prevention	It is better to take action before harm occurs.	"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."
Proportionality	The least intrusive response appropriate to the risk presented.	"I am sure that the professionals will work in my interest as I see them, and they will only get involved as much as needed."
Protection	Support and representation for those in greatest need.	"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."
Partnership	Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.	"I know that staff treat and personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."
Accountability	Accountability and transparency in delivering safeguarding.	"I understand the role of everyone involved in my life and so do they."

To add to this we believe that the following should apply:

- All adults regardless of age, gender, disability, culture, language, racial origin, religious beliefs or sexual identity have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.
- We will seek to ensure our sport is inclusive and make reasonable adjustments for any ability, disability or impairment, we will also commit to continuous development, monitoring and review.
- The rights, dignity and worth of all adults will always be respected.
- We recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, in particular those adults with care and support needs.
- We all have a shared responsibility to ensure the safety and well-being of all adults and will act appropriately and report concerns whether these concerns arise within our sport for example inappropriate behaviour of a coach, or in the wider community or outside of it, perhaps through the action of a carer which is reported or observed by us.
- All allegations will be taken seriously and responded to quickly in line with this policy and procedure.
- We recognise the role and responsibilities of the statutory agencies in safeguarding adults and are committed to working with the procedures of the Local Safeguarding Adult Boards.
- British Taekwondo adopts the principles of Making Safeguarding Personal (MSP). This means safeguarding responses will be person-centred and outcome focused. Wherever possible, adults will be involved in decisions affecting them and supported to identify the outcomes they wish to achieve.
- British Taekwondo recognises the importance of trauma-informed practice and seeks to ensure that individuals reporting safeguarding concerns are treated with dignity, respect, compassion and understanding.

British Taekwondo is committed to promoting a positive, inclusive and safe culture in which all participants are treated with dignity and respect. We believe that safeguarding is everyone's responsibility and that creating safe environments requires strong leadership, appropriate behaviour, clear boundaries and effective reporting processes. We encourage an open and transparent culture where concerns can be raised without fear of retaliation, victimisation or disadvantage, and where the welfare and wellbeing of participants are prioritised at all times.

1.5 What to Do If You Have Concerns

British Taekwondo takes all allegations and concerns raised seriously. The information provided will be referred to the relevant authorities as necessary.

If you become aware or suspect that abuse or poor practice is taking place you must report it.

Remember – it is not your responsibility to decide whether or not an adult has been abused. It is however, everyone's responsibility to respond to and report concerns.

If the person is at immediate risk then please call the Police on 999, otherwise your normal first point of contact will be your club's Welfare Officer.

In the absence of a club welfare officer, please complete the [Online Safeguarding Report form](#).

Concerns may also be reported directly to the British Taekwondo Safeguarding Team where:

the concern involves a Club Welfare Officer;
there is no Club Welfare Officer in place;
the reporter believes the matter is serious or urgent;
the reporter is uncomfortable raising the concern within the club.

Before raising your concern, remember it is good practice to seek the adult's views on what they would like to happen next and to inform them that you will be passing on your concern.

Information will only be shared on a need-to-know basis and in accordance with safeguarding, data protection and information sharing legislation. Where consent is not provided, British Taekwondo may still share information if there is a lawful safeguarding justification to do so.

1.6 Safer Recruitment of People Working with Adults at Risk

British Taekwondo is committed to recruiting and retaining staff and volunteers who are suitable to work with adults at risk and who share our commitment to safeguarding and promoting welfare. Safer recruitment is an important part of creating a safe environment and reducing the risk of harm. British Taekwondo and its affiliated clubs will take reasonable steps to ensure that staff, coaches, officials, welfare officers and volunteers are appropriately recruited, selected, trained and supported for their roles.

Safer recruitment measures may include:

- Clear role descriptions and person specifications.
- Appropriate application and selection processes.
- Verification of identity, qualifications and relevant experience.
- Obtaining references where appropriate.
- Completion of criminal records checks where a role is eligible under relevant legislation.

- Safeguarding declarations and disclosure of relevant information.
- Mandatory safeguarding training and induction.
- Ongoing supervision, support and monitoring of conduct and suitability.

British Taekwondo recognises that criminal records checks form only one part of safer recruitment and should not be relied upon in isolation when assessing an individual's suitability to work with adults at risk.

All staff and volunteers are expected to comply with British Taekwondo's safeguarding policies, codes of conduct and reporting procedures. Concerns regarding the behaviour, conduct or suitability of any individual working or volunteering within the sport will be managed in accordance with British Taekwondo safeguarding and disciplinary procedures.

Where roles involve regulated activity or meet the eligibility criteria established by legislation, the appropriate level of criminal records check will be sought. Individuals must inform British Taekwondo of any information that may affect their suitability to undertake their role.

Club Welfare Officers, licensed coaches, employed staff and others undertaking designated safeguarding responsibilities will be required to complete safeguarding training and vetting requirements determined by British Taekwondo.

1.7 Whistleblowing

British Taekwondo is committed to the highest standards of quality, openness, probity and accountability. This policy encourages coaches and volunteers to reveal and raise concerns over misconduct or malpractice within British Taekwondo enabling them to do so without fear of reprisal or victimisation even if it turns out the concerns (and regardless of the nature of the concern) were unfounded. It applies not only to employees but to contractors providing services and members of the national governing body.

If you have a concern about a dangerous practice, fraud or other illegal or unethical conduct which relates to the safeguarding of adults at risk, raise it first with the Head of Safeguarding & Compliance. This can be done verbally or in writing.

British Taekwondo will, as far as possible, respect confidentiality and treat disclosures in a confidential and sensitive manner. The identity of the individual making the allegation may be kept confidential so long as it does not hinder or frustrate any investigation. We would expect the individual who has raised the disclosure to co-operate fully with any investigation that involves other regulatory bodies such as the Police, Social Services, Health and Safety Executive etc.

It is a disciplinary matter to victimise a whistle-blower and for someone to maliciously make a false allegation.

1.8 Support for staff

British Taekwondo will provide full support and protect anyone who in good faith reports a concern that a colleague or volunteer is, or may be, abusing an adult at risk. Dealing with a disclosure may have an impact on the emotions and well-being of the staff involved and it is important that they seek help if they feel that they need support.

British Taekwondo expects clubs to ensure that coaches, Club Welfare Officers, volunteers and other club personnel undertake appropriate training to support them in their roles, including safeguarding awareness training where required. Clubs should promote a positive safeguarding culture in which the welfare of participants is prioritised, concerns are recognised and reported appropriately, and everyone understands their responsibilities for keeping adults at risk safe from abuse, neglect and poor practice.

1.9 Further Information

www.anncrafttrust.org

[Safeguarding - British Taekwondo](#)



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