



SPECIAL OLYMPICS GREAT BRITAIN
SAFEGUARDING ADULTS POLICY STATEMENT

Title	Safeguarding Adults Policy Statement
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Statement of Intent

Special Olympics Great Britain (“**SOGB**”) is committed to safeguarding and protecting the welfare of adults with intellectual and developmental disabilities (ID), and any other adults to which it provides sporting, coaching and volunteering opportunities (“**SOGB Members**”) and to the principle that ‘welfare is paramount’. This document should be read in conjunction with the Safeguarding Children Policy Statement and Safeguarding Children and Safeguarding Adults Procedures.

It is recognised that SOGB Members are part of a vulnerable group and it is vital that the appropriate safeguards are in place for their protection. SOGB also recognises the responsibility to promote safe practice and to protect SOGB Members from harm, abuse and exploitation and is committed to the wellbeing and protection of SOGB Members in line with national legislation and relevant national and local guidelines.

SOGB is committed to creating a culture of zero-tolerance of harm to adults and maintaining a safe, open, listening and positive environment for all.

SOGB’s commitment to safeguarding SOGB Members includes:

- recognising that the welfare of SOGB Members is paramount;
- ensuring that the safeguarding of SOGB Members is of high priority within the organisation;
- ensuring all SOGB Members have the right to protection from harm, abuse, exploitation and neglect regardless of their age, disability, race, ethnicity, gender, gender reassignment, sex, sexual orientation, socio-economic status, religion, faith or beliefs;
- ensuring the rights, dignity and worth of SOGB Members is always respected and that safeguarding and welfare is always person-centred;
- empowering SOGB Members to make choices that lead to personal growth whilst also ensuring their safety through person-centred risk management procedures;
- ensuring that the correct procedures are followed with regard to reporting serious incidents to the Charity Commission;
- working in partnership with SOGB Members, their parents, carers, families and other agencies including the Police and Local Authorities/Social Services which is essential in promoting the safeguarding and welfare of SOGB Members and sharing information as appropriate including with the Disclosure and Barring Service, Disclosure Scotland and the Charity Commission if a serious incident report is required;
- promoting the safeguarding and welfare of SOGB Members by providing opportunities for them to take part in sport safely, and respecting and promoting their rights, health and wellbeing;
- providing, promoting and implementing appropriate procedures to safeguard the wellbeing of SOGB Members and protect them from abuse, with a clear line of accountability for the implementation of these procedures (abuse can fall into many categories including: physical; domestic; sexual; psychological; financial or material; modern slavery; discriminatory; organisational; neglect and acts of omission; and self-neglect);
- ensuring safe recruitment, selection and vetting practices are always followed and to continually assess the suitability of staff and volunteers;



- providing, promoting and implementing a comprehensive and mandatory safeguarding and welfare training programme for all staff, trustees, coaches and volunteers;
- ensuring all concerns, suspicions and allegations of misconduct or abuse are taken seriously and responded to swiftly and appropriately;
- requiring all staff, trustees, coaches and volunteers to report safeguarding and welfare concerns, as is their responsibility and duty, and maintaining a clear approach to and procedure for the responding, reporting, recording and referring of any allegations of misconduct or abuse; and
- promoting a culture where concerns can be shared without any fear of retribution.

Application

This Safeguarding Adults Policy Statement (the “**Policy**”) applies to all staff, trustees, agency staff, subcontractors, coaches, volunteers and/or anyone else working on behalf of or representing SOGB.

Purpose

The purpose of the Policy and related safeguarding procedures is:

- to provide protection to SOGB Members who come into contact with SOGB and its staff, coaches, volunteers and other relevant persons;
- to provide all staff, coaches, volunteers and other relevant persons with appropriate training, up to date information and support regarding SOGB Members within the context of SOGB’s work;
- to ensure all staff, coaches, volunteers and other relevant persons understand their responsibilities and to provide clear procedures to be followed in the event that they suspect an SOGB Member may be experiencing or be at risk of harm, or in the event that an allegation is made against a member of staff, coach, volunteer or other relevant persons; and
- to clearly identify both individual and organisational responsibilities in relation to safeguarding SOGB Members.

Accountability

Final accountability for ensuring that SOGB fulfils its protection and safeguarding responsibilities falls to the Board of Trustees (the “**Board of Trustees**”), and all trustees have a duty towards the welfare and safety of SOGB’s staff, volunteers, coaches, members, athletes and any other people for whom it is responsible.

However, specific safeguarding responsibility is delegated to the Lead Safeguarding (Welfare & Safety) Trustee who will be responsible for:

- ensuring that the Board of Trustees has a clear oversight of all aspects of welfare and safety and that welfare and safety is given appropriate consideration by the Board of Trustees during decision-making;
- enforcing and implementing the actions set out within the Safeguarding Adults Policy Statement and procedures relating to it;
- overseeing the implementation of safe recruitment practices and safeguarding training programmes;
- ensuring a clear approach to and procedure for responding to, reporting, recording and referring any allegations of misconduct or abuse is maintained and adhered to;



- being part of the SOGB Safeguarding Incident Management Group (IMG) and having oversight and input into serious safeguarding cases;
- championing safeguarding and welfare throughout SOGB; and
- as required, but at least annually, overseeing the regular review of the Safeguarding Adults Policy Statement & procedures relating to it.

It is the responsibility of all senior members of SOGB staff to ensure that the Safeguarding Adults Policy Statement and related procedures are implemented. All staff, coaches, volunteers and relevant persons are responsible for ensuring that the activities they are involved in during the course of their work at SOGB are carried out in accordance with the Policy and the procedures relating to it. It is important that adaptations to policy and procedures are made in a collaborative way to ensure meaningful engagement of individuals with intellectual disabilities. Staff, coaches, volunteers and relevant persons also have a responsibility to seek support, advice and guidance when needed.

Independent Investigations

The Board of Trustees will appoint suitably qualified individuals or organisations to conduct independent investigations on its behalf as and when it is deemed necessary and/or appropriate.

Reporting and Policy Review

A quarterly safeguarding and welfare report will be made available to the Board of Trustees.

To ensure continued effectiveness, the Policy will be reviewed in whole as required, but at least annually by the Board of Trustees as part of the rolling policy review schedule.

Reporting Concerns

The following steps outline the procedure for reporting a safeguarding concern:

- If you are concerned about the safety or wellbeing of an individual or an individual has confided in you, inform your Club/Region Safeguarding & Welfare Officer (SWO) or the SOGB Safeguarding Team. If you believe somebody is in immediate danger, you should contact the police or emergency services on 999 or 101.
- Accurately record all details of the concern/disclosure on the SOGB Safeguarding and Welfare Concern Report form. This should include times, locations, names, details of witnesses etc. The Report a Concern Form can be found [HERE](#).
- Give/send the form to your Club/Region SWO (ensure confirmation of receipt of the form). The SWO will assess the information and decide on next steps.
- If your Club/Region SWO is unavailable contact the SOGB Safeguarding Team on 07383 389663 during office hours. Alternatively you can email: safeguarding@sogb.org.uk
- Maintain confidentiality at all times and only share the information with the Club/Region SWO and appropriate others on a need to know basis.

Athlete to Registered Volunteer Ratios

Staff and Registered Volunteer ratios will be maintained that are appropriate to the situation and services as determined by an event and/or activity based risk assessment, but should never be less than 1:4 (one staff/volunteer to four athletes).

Related Policies and Procedures

This statement should be read in conjunction with SOGB's:

[Accommodation Guidance](#)

[Code of Conduct \(Staff/Coaches/Volunteers\)](#)

[Code of Conduct \(Athletes/Unified Partners\)](#)

[Complaints Handling Procedure](#)

[Data Protection Policy](#)

[Adverse DBS Disclosures Process](#)

[Recruitment of Ex-Offenders Statement](#)

[Disciplinary Procedures](#)

[Equality and Diversity Statement](#)

[Incident Management \(Safeguarding\) Process and Procedures](#)

[Medication Management Guidelines and Procedures](#)

[Safeguarding Adults Procedures](#)

[Safeguarding Children Policy Statement](#)

[Safeguarding Children Procedures](#)

[Whistleblowing Policy](#)