

QUALITY MANAGEMENT SYSTEM

A.10

TITLE: POLICY: PROTECTION AND SAFEGUARDING OF CHILDREN AND VULNERABLE ADULTS

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Date: 6 October 2022	Date: 27 June 2024
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Signatures	

Revision Record

			Date
Previous Version Nr.	0	Last Review	June 2018
New Nr.	1	Approved for issue	27 June 2024

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I. DESCRIPTION OF TERMS

Abuse	“Abuse is a violation of an individual’s human and civil rights by any other person or persons” (No Secrets: Department of Health, 2000) Abuse includes: • physical abuse: including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint • sexual abuse: including rape, indecent assault, inappropriate touching, exposure to pornographic material, sexual harassment • psychological or emotional abuse: including belittling, name calling, threats of harm, intimidation, isolation, exclusion • financial or material abuse: including stealing, selling assets, fraud, misuse or misappropriation of property, possessions or benefits • neglect and acts of omission: including withholding the necessities of life such as medication, food or warmth, ignoring medical or physical care needs • discriminatory abuse: including racist, sexist, that based on a person’s disability and other forms of harassment, slurs or similar treatment • institutional or organisational: including regimented routines and cultures, unsafe practices, lack of person-centred care or treatment Abuse may be carried out deliberately or unknowingly. Abuse may be a single act or repeated acts.
Child	Any person under the age of 18 (eighteen).
Vulnerable Adults	Persons aged 18 and over have the potential to be vulnerable (either temporarily or permanently) for a variety of reasons and in different situations. An adult may be vulnerable if he/she: • Has an intellectual or physical disability • Has a physical or mental illness, chronic or otherwise, including an addiction to alcohol or drugs; or • Has a reduction in physical or mental capacity; or • Is in the receipt of any form of healthcare; or • Is detained in custody; or • Is receiving community services because of age, health or disability; or • Is living in sheltered or residential care home; or

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| | <ul style="list-style-type: none"> Is unable, for any other reason, to protect himself/herself against significant harm or exploitation. |
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2. PURPOSE AND AIMS

Hugenote Kollege is a private post-school training institution where students are trained and equipped to deliver social services and practice ministry based on their faith and Christian values and in doing so contribute towards the healing and development of the countries in Africa. This document states Hugenote Kollege's policy on the protection as well as the safeguarding children and vulnerable adults when they are in contact with College staff, contract workers and students.

3. SCOPE

The policy applies to all permanent and part time staff of Hugenote Kollege, contract workers and students.

4. RELATED LEGISLATION

- Constitution of South Africa (108 of 1996)
- Children's Act (38 of 2005)
- Older Person's Act (13 of 2006)
- Mental Health Care Act (17 of 2002)
- Social Service Professions Act (110 of 1978)
- White Paper for Social Welfare. Notice 1108 of 1997

5. PRINCIPLES

5.1 Hugenote Kollege believes that

- all human beings are creations of the Triune God and therefore equal before God;
- all humans beings should be treated with dignity and respect irrespective of age, gender, race, social status;
- all humans should be valued as people of God and therefore has the right to equal opportunities to develop optimally.

5.2 As part of its calling and mission Hugenote Kollege has an obligation to ensure that staff and students are properly trained and committed to

- protect children and vulnerable adults;
- create safe and enabling spaces for children and vulnerable adults;
- educate and facilitate communities to protect and safeguard their children and vulnerable adults and to care for their children and vulnerable adults;

- promote the rights of children and vulnerable adults.

5.3 Hugenote Kollege therefore has the obligation to have mechanisms in place to ensure that staff, contract workers and students at all times adhere to this policy and the protocols and procedures aiming at the protection and safeguarding of children and vulnerable adults.

5.4 The Standard Operation Procedures (SOP) regarding the protection and safeguarding of children and vulnerable adults must at all times be read with this policy.

6. RELATED POLICIES

- Code of Conduct for Students
- Human Resource Policies
- Disciplinary and Grievance Procedure for Staff of Hugenote Kollege
- Disciplinary Procedure for Students of Hugenote Kollege
- Policy on Confidentiality
- Policy on Student Support
- Health and Safety Policy
- Policy on Sexual and Gender-Based Misconduct