**Safeguarding: Activity Specific Guidance Note 5**

**Cardiff University Counselling Service - Safeguarding Guidance Notes[[1]](#footnote-1)**

This document is a supporting guidance note to the University’s full Safeguarding Policy: Children and Adults at Risk

**Risk relating to Counselling Services**

The British Association for Counselling and Psychotherapy (BACP) Ethical Framework 2016, Putting Clients First 9 states that: ‘We will give careful consideration to how we manage situations when protecting clients or others from serious harm or when compliance with the law may require overriding a client’s explicit wishes or breaching confidentiality’.

BACP Ethical Framework 2016, Putting Clients First 10 - *‘When the safeguarding of our clients or others from serious harm takes priority over our commitment to putting our clients’ wishes and confidentiality first, we will usually consult with any client affected, if this is legally permitted and ethically desirable. We will endeavour to implement any safeguarding responsibilities in ways that respect a clients’ known wishes, protect their interests, and support them in what follows’.*

**Dilemmas and General Advice**

1. Discuss with your line manager

1. The BACP offer the opportunity to discuss and receive guidance on ethical dilemmas: Call the BACP ethics information line on 01455883316 where possible
2. The NSPCC has an advice for adults helpline 0808 800 5000 for general advice and information, whilst maintaining confidentiality as necessary. <http://www.nspcc.org.uk/what-we-do/the-work-we-do/adult-advice/advice-for-adults_wda72280.html>
3. Discuss any Data Protection Act issues with Matt Cooper Senior Assurance Advisor – Data and Information Ext: 75466 [Cooperm1@cardiff.ac.uk](mailto:Cooperm1@cardiff.ac.uk)
4. Social services child protection Intake and Assessment Team  
   029 2053 6400 - during office hours
5. University Staff member posing a risk or is at risk from another member of staff – report to Head of Human Resources. Or a student posing a risk to another student or is at risk from a staff member or another student: Report to Head of student Cases
6. For any concerns regarding a Prevent issue: Discuss with the Principal Safeguarding Officer for Students
7. Employees should discuss and/or take advice promptly from a DSO/DDSO about any incident or behaviour that may give rise to concern.
8. Any allegations or suspicions of abuse should be reported immediately to the DSO/DDSO and to the relevant Local Authority Department.
9. Practitioners’ notes must be accurate honest and fair and be stored securely. Discuss steps taken with your clinical supervisor

1. Updated- Vicky Groves 2017 [↑](#footnote-ref-1)