

Policy & Procedure:

Safeguarding Adults

Introduction

This policy outlines the process for safeguarding adults at risk of abuse or neglect.

Definition

Safeguarding adults is about protecting individuals aged 18 or over who are deemed vulnerable from abuse and neglect. It promotes their right to live in safety, free from harm. This policy ensures we work together to:

- Prevent abuse and neglect from happening.
- Stop abuse and neglect if it is occurring.
- Promote the wellbeing of adults at risk.

Scope

An adult at risk is someone aged 18 or over who may be unable to protect themselves from abuse or neglect because of:

- has needs for care and support (whether or not the local authority is meeting any of those needs);
- is experiencing, or 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

Types of Abuse

Abuse can take many forms and the circumstances of the individual should always be considered. There are various forms of abuse, and they can be physical, emotional, sexual, financial, or neglect.

Further detail in appendix 1.

Recognising Signs of Abuse

Being aware of potential signs of abuse is crucial. Some indicators may include:

- Unexplained injuries, bruises, or burns.

- Withdrawn behaviour, fear, or anxiety.
- Depression or changes in mood.
- Poor hygiene, malnutrition, or dehydration.
- Damaged or missing belongings.
- Financial difficulties.
- Inappropriate relationships with carers.

Key Roles

Use this section to describe which people/posts are responsible for the various safeguarding adults roles within your organisation. It is helpful to be as clear as possible so there is no confusion in the event that an incident of abuse needs to be responded to.

Every member of staff and volunteer has a responsibility to act on concerns of possible abuse and must inform the organisation's Safeguarding Concerns Manager.

Safeguarding Concerns Manager: The Safeguarding Concerns Manager has the responsibility to decide whether it is appropriate to Raise a Safeguarding Concern with the local authority on behalf of their organisation or to respond to the concerns in an alternative manner.

The role also includes

- ensuring that immediate safety issues are addressed, other parties notified (such as the regulator) and that staff are supported.
- ensuring that they are kept informed when a member of staff (or volunteer) has raised a concern
- establishing the desired outcomes of the adult at risk

[Who will be acting at the Safeguarding Concerns Manager - Is this the line manager or a designated officer or on call manager?]

NAME OF ORGANISATION has an appointed individual who is responsible for dealing with any Safeguarding Adults concerns. In their absence, a deputy will be available for workers to consult with. The named person(s) for Safeguarding Adults within NAME OF ORGANISATION is/are:

Reporting Concerns

If there arises any potential concerns about an adult at risk, we will, at the earliest possible opportunity, engage with the appropriate lead person within Social Services and/or the police depending on the type of concern and nature of the concern.

This may be the police if a crime was reported or a Social Worker, as a section 42 enquiry, depending on the circumstances of the allegation. If the concern appears to involve a crime, the Police will be contacted as soon as possible.

Full cooperation will be given to the agency leading on, or investigating, the concern.

Confidentiality

Confidentiality is a fundamental part of the relationship between service users and clinician. We will treat all safeguarding information confidentially, sharing it only on a need-to-know basis. However, the safety of the adult at risk will always be our primary concern.

Clinicians will use their judgement when making decisions about what information to share with authorities.

Legislation and Guidance

This policy adheres to relevant legislation and guidance on safeguarding adults, including:

- the Care Act 2014, Section 42 - Safeguarding adults at risk of abuse or neglect;
- the Mental Capacity Act 2005.

Continuous Improvement

We will regularly review and update this policy to ensure it reflects best practice and remains effective in safeguarding adults.

Safe Employment

This section should outline the organisation's commitment to safe employment, thereby reducing the risk of exposing adults at risk to people unsuitable to work with them. This section need not be extensive and could helpfully cross reference to your organisations relevant Human Resource policies/procedures, such as whistle blowing, complaints and disciplinary and grievance procedures.

For example, a section could include statements such as:

- The organisation is committed to achieving best practice in respect to the safe recruitment of employees and volunteers;
- The organisation is committed to working within best practice as established by the Disclosure and Barring Scheme (DBS);
- The organisation has procedures in place to deal with allegations of abuse made against members of staff, volunteers or trustees.

Appendix 1 – Types of abuse

This is not an exhaustive list but an illustrative guide as to the sort of behaviour which could give rise to a safeguarding concern.

Physical abuse including:

- Assault
- Hitting
- Slapping
- Pushing
- Misuse of medication
- Restraint
- Inappropriate physical sanctions

Domestic violence including:

- Psychological
- Physical
- Sexual
- Financial
- Emotional abuse
- So called 'honour' based violence

Sexual abuse including:

- Rape
- Indecent exposure
- Sexual harassment
- Inappropriate looking or touching
- Sexual teasing or innuendo
- Sexual photography
- Subjection to pornography or witnessing sexual acts
- Indecent exposure
- Sexual assault
- Sexual acts to which the adult has not consented or was pressured into consenting

Psychological abuse including:

- Emotional abuse
- Threats of harm or abandonment
- Deprivation of contact
- Humiliation
- Blaming
- Controlling
- Intimidation
- Coercion

- Harassment
- Verbal abuse
- Cyber bullying
- Isolation
- Unreasonable and unjustified withdrawal of services or supportive networks

Financial or material abuse including:

- Theft
- Fraud
- Internet scamming
- Coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions
- The misuse or misappropriation of property, possessions or benefits

Discriminatory abuse including forms of:

- Harassment
- Slurs
- Discrimination on the basis of protected characteristics such as:
 - Race
 - Gender and gender identity
 - Age
 - Disability
 - Sexual orientation
 - Religion