

Safeguarding Adults with Care and Support Needs Policy

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Introduction

The Unlocking Potential Foundation C.I.C (UP Foundation) is a Community Interest Company formed in 2015. They provide positive sporting and energy expending activities for young people and young adults, which help them to believe in themselves, learn new skills, move away from unhealthy and anti-social behaviours, and help progress their lives.

We all have a responsibility to safeguard adults who are experiencing, or are at risk of, abuse and neglect.

This policy outlines what adult safeguarding is and what to do if you have a concern. The safeguarding children and young people policy, for those under the age of 18, is covered in a separate document but should be read in conjunction with this policy.

Policy statement

The Foundation is committed to creating and maintaining a safe and positive environment for all people involved in the **UP Foundation** activities. It accepts its responsibility to assist in the welfare of all people and to safeguard them from poor practice, abuse, bullying and discrimination.

All individuals within the organisation - staff/volunteers/participants/parents/carers - have a role and responsibility to help ensure the safety and welfare of adults.

The Foundation accepts that they are required to fulfil their duty of care, which means doing everything that can be reasonably expected to help safeguard and protect people from harm, and to act when it is suspected that someone is being harmed, or is at risk of harm.

What is adult safeguarding?

The official definition of “Adult safeguarding” is working with adults with care and support needs to keep them safe from abuse or neglect. It is an important part of what many public services do, and a key responsibility of local authorities (Care Act 2014).

The safeguarding duties apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs)
- is experiencing, or is at risk of, abuse or neglect
- is unable to protect themselves from either the risk of, or the experience of, abuse or neglect, as a result of those care and support needs

Adults who fulfil the criteria are 'adults at risk'.

People can have a need for care and support for a variety of reasons – for example they may have a learning disability, a physical disability, a chronic health condition or have a mental health issue. Such conditions may bring with them additional vulnerabilities, however having care and support needs does not mean that people are automatically adults at risk and need safeguarding.

Safeguarding adults is underpinned by:

- The Care Act 2014
- Mental Capacity Act (MCA) 2005

Types of abuse suffered by adults identified in the Care Act 2014 are:

- Physical
- Sexual
- Psychological/Emotional/Mental
- Financial and material
- Neglect and act of omission
- Discriminatory
- Organisational
- Modern Day Slavery
- Domestic Violence
- Self-Neglect – including hoarding

Other types of harm that adults may experience include:

- Cyber Bullying
- Forced Marriage
- Female Genital Mutilation
- Mate Crime
- Radicalisation

The six principles of adult safeguarding

The Care Act 2014 sets out the following principles that should underpin safeguarding of adults:

- **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 any 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.”

Wellbeing Principle

The concept of wellbeing is threaded throughout the Care Act and it is one that is relevant to adult safeguarding in sport and physical activity. Wellbeing is different for each of us however the Act sets out broad categories that contribute to our sense of wellbeing. By keeping these themes in mind, we can all ensure that adult participants can take part in **UP Foundation** activities fully.

- Personal dignity (including treatment of the individual with respect)
- Physical and mental health and emotional wellbeing
- Protection from abuse and neglect
- Control by the individual over their day-to-day life (including over care and support provided and the way they are provided)
- Participation in work, education, training or recreation
- Social and economic wellbeing
- Domestic, family and personal domains
- Suitability of the individual's living accommodation
- The individual's contribution to society

Signs and indicators of abuse and neglect

Abuse can take place in any context and by all manner of perpetrator. Abuse may be inflicted by anyone in the organisation who a participant comes into contact with. Or staff, volunteers, participants, parents and carers may suspect that a participant is being abused or neglected outside of the organisation setting. There are many signs and indicators that may suggest someone is being abused or neglected. These include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Person has belongings or money going missing.
- Person is not attending/no longer enjoying their sessions. You may notice that a participant in an activity has been missing from sessions and is not responding to reminders from staff.
- Someone losing or gaining weight/an unkempt appearance. This could be a participant whose appearance becomes unkempt, does not wear suitable attire, and deterioration in hygiene.
- A change in the behaviour or confidence of a person. For example, a participant may be looking quiet and withdrawn when their brother comes to collect them from sessions, in contrast to their personal assistant whom they greet with a smile.
- They may self-harm.

- They may have a fear of a particular group or individual.
- They may tell you/another person they are being abused – i.e. a disclosure.
- Harassing of a club member because they are or are perceived to have protected characteristics.
- Not meeting the needs of the participant. E.g. this could be training without a necessary break.

What to do if you have concerns about an adult participant

UP Foundation staff, volunteers, participants, parents and carers are not expected to be an expert in recognition of a safeguarding concern; however, all adults working, volunteering and participating have a duty of care to be vigilant and respond appropriately to suspicions of poor practice, abuse, bullying and discrimination. They should also respond to any indication of abuse that may be occurring outside of the organisation setting.

This does not mean that it is your responsibility to decide if a situation is poor practice, abuse, bullying or discrimination but it is your responsibility to report your concerns to the **UP Foundation** Safeguarding Co-ordinator or Safeguarding Officer.

Safe recruitment and safeguarding training

The **UP Foundation** want to make sure that all their staff and volunteers have the right skills and qualities to create a safe environment. All staff and volunteers will be subject to safe recruitment procedures and will also be updated with any relevant legislation, policies and procedural changes. Appropriate training will also be identified and offered, including safeguarding adults training.

Communication

The Foundation will make available its Safeguarding Vulnerable Adults Policy to all staff, volunteers, members and partner organisations.

Useful Contacts

UP Foundation Safeguarding Officer

Luke Freer Tel: 07704 902392 Email: upteam@upfoundationcic.co.uk

UP Foundation Safeguarding Co-ordinator

Matthew Wilkinson Tel: 07725 970814 Email: matt.j.wilkinson@outlook.com

Leading UK Authority on Safeguarding Adults and Young People at Risk

The Ann Craft Trust Tel: 0115 951 5400 Email: ann-craft-trust@nottingham.ac.uk
Website: www.anncrafttrust.org

Local Authority Adult Safeguarding Teams

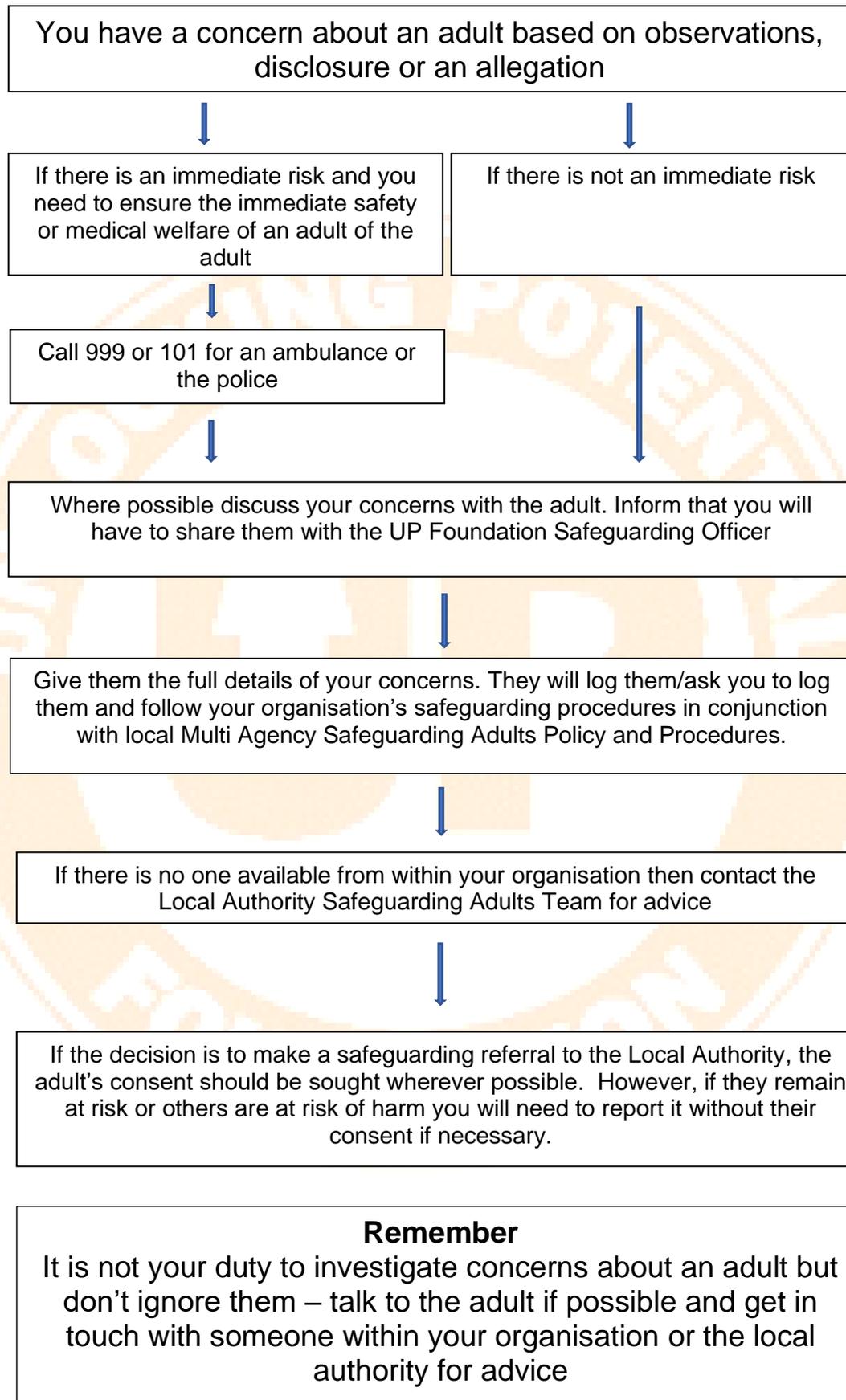
Birmingham Tel: 0121 303 1234

Coventry Tel: 024 7697 5477

Solihull Tel: 0121 704 8007

Worcestershire Tel: 01905 843189

What to do if you have a concern about an adult protocol



Safeguarding Adults Incident Form

To be completed as fully as possible if you have concerns regarding an adult. It is important to inform the adult about your concerns and that you have a duty to pass the information onto the Safeguarding Officer. The Safeguarding Officer will then look at the information and start to plan a course of action, in conjunction with yourself, the adult involved, and if necessary, social care or other relevant organisations.

Details of adult at risk	
Name of adult	
Address	
Date of Birth	
Age (if date of birth not known)	
GP practice (if known)	
Contact number	
Your details	
Name	
Contact phone number(s)	
Email address	
Your role in the UP Foundation	
Details of concern	
<p><i>Detail what you have seen/been told/other that makes you believe the adult at risk is being abused or is at risk of abuse (include dates/times/evidence from records/photos etc.)</i></p>	

Abuse type if know (leave blank if uncertain)		
Physical	Psychological	Financial
Sexual	Discriminatory	Organisational/institutional
Neglect	Hate incident/crime	Mate Crime
Internet abuse	Modern slavery	Female genital Mutilation (FGM)
Forced Marriage	Domestic abuse	Radicalisation
Self-Neglect		
Have you discussed your concerns with the adult? What are their views? What outcomes have they stated they want (if any)?		
Reasons for not discussing with the adult		
Adult lacks capacity		
Adult unable to communicate their views		
Discussion would increase the risk		
State why the risks would increase:		

Have you discussed your concerns with anyone else? E.g. carer/partner/family member.	
What are their views?	
What action have you taken/agreed with the adult to reduce the risks?	
Information passed to Safeguarding Officer, confirm details:	Referral to Social Care Confirm details:
Contact with the police Confirm details:	Referral to other agency – please confirm details:
Other – please specify:	
No action agreed – state why:	
Risk to others	
Are any other adults at risk (please circle) YES NO	
If yes state why and what actions have been taken to address these?	
Are any children at risk (please circle) YES NO	
If yes state why and what actions have been taken to address these?	
Signed:	
Date:	