



Safeguarding Vulnerable Adults

The Forest Community Shed recognises that all people regardless of age, disability, gender, race, religious beliefs or sexual orientation have an equal right to protection from all types of harm or abuse and is committed to safeguarding the welfare of vulnerable adults in the Shed.

The Safeguarding Vulnerable Adults Policy which will be followed by all members of the organisation and promoted by those in the position of leadership within the organisation.

We know that anyone who has a condition of the following type is more vulnerable to harm or abuse:

- a substantial learning or physical disability
- a physical or mental illness or mental disorder, chronic or otherwise
- or, a significant reduction in physical or mental capacity which makes them vulnerable to abuse by adults.

The purpose of the policy is to make sure that the actions of any adult in the context of the activities carried out by the organisation are transparent and safeguard and promote the welfare of all.

This policy and procedures are based on the following principles:

- The welfare of vulnerable adults is of primary concern
- All vulnerable adults, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to safeguarding from abuse
- It is everyone's responsibility to report any concerns about abuse to the Designated Safeguarding Officer, the group Secretary, and it is their responsibility to conduct, where appropriate an investigation
- All incidents of alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately
- All personal data will be processed in accordance with the requirements of the Data Protection Act 1998.



Safeguarding Vulnerable Adults Policy

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Under this policy the definition of abuse is to treat with cruelty or violence, especially regularly or repeatedly. We promote ethical behaviour, providing vulnerable adults with a sense of being valued.

On this basis, we aim to ensure vulnerable individuals have a designated carer or appropriate member who is trained to monitor and supervise the vulnerable individual in any activities that the vulnerable individual undertakes within the group.

It is ultimately the responsibility of the committee to ensure that this policy is implemented, published and accessible to all members, designated carers and any relevant third parties.

Principles upon which the Safeguarding of Vulnerable Adults Policy is based:

- The welfare of all vulnerable adults will always be paramount
- The rights, wishes and feelings of vulnerable adults will be respected and listened to
- Keeping safe from harm requires people who work with vulnerable adults to share information
- Those people in positions of responsibility within the organisation will work in accordance with the interests of vulnerable adults and follow the policy outlined below.

Immediate Action to ensure Safety

Immediate action may be necessary at any stage in involvement with vulnerable adults. If emergency medical attention is required this can be secured by calling an ambulance (dial 999) or taking the adult to the nearest Accident and Emergency Department.

The organisation should know how to recognise and act upon indicators of abuse, Physical, Emotional or Sexual or potential abuse involving vulnerable adults.

The Care and support statutory guidance identifies ten types of abuse, these are:

- Physical abuse
- Domestic violence or abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse
- Modern slavery
- Discriminatory abuse
- Organisational or institutional abuse
- Neglect or acts of omission
- Self-neglect

It is recognised that a vulnerable adult may seek you out to share information about abuse or talk spontaneously, individually or in groups when you are present. In these situations we will:

- Listen carefully. DO NOT directly question



- Give the vulnerable adult time and attention
- Allow the vulnerable adult to give a spontaneous account
- Make an accurate record of the information you have been given taking care to record the timing, setting and people present, the vulnerable adult's presentation as well as what was said. Do not throw this away as it may later be needed as evidence
- Use the vulnerable adult's own words where possible
- Explain that you cannot promise not to speak to others about the information they have shared - do not offer false confidentiality
- Reassure the vulnerable adult that they have done the right thing in telling you
- Tell the vulnerable adult what you are going to do next and explain that you will need to get help to keep him/her safe
- DO NOT ask the vulnerable adult to repeat his or her account of events to anyone

If you have a vulnerable adult protection concern you should consult about your concern because

- of your observations of, or information received about a vulnerable adult who has not spoken to you
- when there is disagreement as to whether the vulnerable adult protection concerns are valid
- when you are unable to consult promptly or at all with your designated internal contact
- when the concerns relate to any member of the organising committee.

Following this you should enable a decision to be made as to whether a referral to Social Care or the Police should progress.

Information required when making a referral

- Your name, telephone number, position and request the same of the person to whom you are speaking
- Full name and address, telephone number of family, date of birth of vulnerable adult
- Gender, ethnicity, first language, any special needs.
- Names, dates of birth and relationship of household members and any significant others.
- The names of professionals known to be involved with the vulnerable adult
- The nature of the concern and foundation for the concern
- An opinion on whether the adult may need urgent action to make them safe
- Your view of what appears to be the needs of the vulnerable adult.

Action to be taken following the referral

- Ensure that you keep an accurate record of your concern(s) made at the time.
- Accurately record the action agreed or that no further action is to be taken and the reasons for this decision.

The organisation should ensure that any records made in relation to a referral should be kept confidentially and in a secure place.

Designated Safeguarding Officer is the Company Secretary.

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