



## Adult Safeguarding Policy

**Policy adopted: 10.12.22**

**Policy review date: 10.12.23**

### **Policy Introduction**

This policy is to make sure that Environmentors has all the right things in place to protect and safeguard adults.

Environmentors believes in protecting an adult's right to live in safety, free from abuse and neglect. This policy sets out the roles and responsibilities of Environmentors as a company in promoting the adult's welfare and safeguarding them from abuse and neglect.

This policy and related procedures are applicable to the Directors, any Associates working with us, and clients of Environmentors. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

### **Care Act 2014 Definition of an Adult at Risk of Abuse**

Where an organisation has reasonable cause to suspect that an adult in its area of operation (whether or not a regular user there)

- (a) has needs for care and support,
- (b) is experiencing, or is at risk of, abuse or neglect, and
- (c) as a result of those needs is unable to protect himself, herself or themselves against the abuse or neglect or the risk of it.

### **Key Principles of Adult Safeguarding**

In the safeguarding of adults, Environmentors is guided by the six key principles set out in The Care Act 2014 and Making Safeguarding Personal. Environmentors aims to demonstrate and promote these six principles in our work:

- **Empowerment** – People being supported and encouraged to make their own decisions and informed consent
- **Prevention** – It is better to take action before harm occurs.
- **Proportionality** – The least intrusive response appropriate to the risk presented.
- **Protection** – Support and representation for those in greatest need.
- **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting, and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding.

### **Recognising the signs of abuse**

Directors, Associates and clients are well-placed to identify abuse. The adult may say or do things that let you know something is wrong. It may come in the form of a disclosure, complaint, or an

expression of concern. Everyone within the organisation should understand what to do, and where to go to get help, support, and advice.

### **Types of Abuse**

The Care Act 2014 defines the following ten areas of abuse. Environmentors also includes self-neglect as an additional category. These are not exhaustive but are a guide to behaviour that may lead to a safeguarding enquiry. This includes:

- **Physical abuse** - Including assault, hitting, slapping, pushing, misuse of medication, restraint, or inappropriate physical sanctions.
- **Domestic Violence/Domestic Abuse** - Including psychological, physical, sexual, financial, emotional abuse; so called 'honour' based violence.
- **Exploitation**- Including sexual and/or criminal exploitation
- **Sexual abuse** - Including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography. Witnessing sexual acts, indecent exposure and sexual assault or 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 or 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, or the misuse or misappropriation of property, possessions, or benefits.
- **Modern slavery** - Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and those who coerce, deceive and force individuals into a life of abuse, servitude, and inhumane treatment.
- **Discriminatory abuse** - Including forms of harassment, slurs or similar treatment because you are, or are perceived to be different due to race, gender and gender identity, age, disability, sexual orientation or religion.
- **Organisational abuse** - Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example or in relation to care provided in one's own home. This may range from one off incidents to long-term ill treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes or practices within an organisation.
- **Neglect and acts of omission** - Including ignoring medical, emotional, or physical care needs, failure to provide access to appropriate health care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- **Self-neglect** - This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

### **Radicalisation to Terrorism**

The Government through its PREVENT programme has highlighted how some adults may be vulnerable to exploitation and radicalisation and involvement in terrorism. Signs and indicators of radicalisation may include:

- Being in contact with extremist recruiters.
- Articulating support for violent extremist causes or leaders.
- Accessing violent extremist websites, especially those with a social networking element.
- Possessing violent extremist literature.
- Using extremist narratives to explain personal disadvantage.
- Justifying the use of violence to solve societal issues.
- Joining extremist organisations.
- Significant changes to appearance and/or behaviour.

### **Reporting Concerns**

Any Director, Associate or client who becomes aware that an adult is or is at risk of, being abused must raise the matter immediately with their supervisor or with the organisation's designated safeguarding person. **If the adult requires immediate protection from harm, contact the police and Adult Social Care.**

Early sharing of information is the key to providing an effective response where there are emerging concerns. To ensure effective safeguarding arrangements no one should assume that someone else will do it.

### **Safe Recruitment & Selection**

Environmentors is committed to safe employment and safe recruitment practices, that reduce the risk of harm to adults with care and support needs from people unsuitable to work with them.

### **Is there a Person in a Position of Trust Involved?**

In any instance of safeguarding, consideration must be given as to whether an allegation has been made against a person in a position of trust (PiPoT) and who may be a risk to others. This can be anyone from a formal employee or volunteer, to an informal carer.

### **Training and Awareness**

Environmentors will ensure an appropriate level of safeguarding training is available to its Directors, Associates and clients any relevant persons linked to the organisation who requires it (e.g. contractors).

For all employees who are working or volunteering with adults at risk this requires them as a minimum to have awareness training that enables them to:

- Understand what safeguarding is and their role in Safeguarding Adults.
- Recognise an adult potentially in need of safeguarding and take action.
- Understand how to report a safeguarding alert.
- Understand dignity and respect when working with individuals.
- Have knowledge of the Safeguarding Adults Policy.

Environmentors does not propose to work with under 18s.

### **Mental Capacity**

The Mental Capacity Act (MCA) defines someone as lacking capacity because of an illness or disability such as a mental health problem, dementia or a learning disability, who cannot do one or more of the following four things:

- Understand information given to them about a particular decision
- Retain that information long enough to be able to make the decision
- Weigh up the information available to make the decision
- Communicate their decision.

Environmentors will need to involve an independent advocate if the person lacks capacity to make decisions about a safeguarding concern.

### **Confidentiality and Information Sharing**

Environmentors expects all Directors, Associates and clients to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the appropriate authority if an adult is deemed to be at risk of harm or **contact the police if they are in immediate danger, or a crime has been committed.**

### **Recording and Record Keeping**

A written record must be kept about any concern regarding an adult with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken, decision made and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

### **Important Contacts**

#### **Designated Lead for Safeguarding**

Name: Prof Lois Mansfield

Email address: lois.mansfield@btinternet.com

Telephone number: 07496 274494

#### **Cumbria Safeguarding Hub**

Telephone: 0333 240 1727

<https://www.cumbria.gov.uk/childrensservices/childrenandfamilies/intervention.asp>

#### **Police**

Emergency – 999

Non-emergency – 101

Telephone: 0808 2000 247

<https://www.nationaldahelpline.org.uk/>

#### **Cumbria Adult Social Care**

Telephone: 0300 303 2704

<https://cumbria.gov.uk/healthsocialcare/cc/keepingsafe.asp>

# Safeguarding Adults at Risk Flow Chart

Staff member or volunteer is made aware of a safeguarding concern

Staff member or volunteer accurately records events giving rise to concern on the recording form held by the Designated Person(s).

Designated Person Prof Lois Mansfield contact tel. no. 07496274494

who will provide guidance on action that needs to be taken.

All records should be forwarded to the designated person so they can be held securely centrally.

Staff believes concern should be acted upon, but Designated Person does not agree.

Staff has the right to refer concern straight to social services.

Staff should inform Designated Person of their intentions.

If an adult discloses abuse it must not be investigated further by Directors, Associates or clients of Environmentors:

- If it is thought an adult has suffered sexual abuse, the police must be contacted immediately.
- If it is thought an adult has suffered severe harm (e.g. physical assault) the police must be contacted immediately – if medical attention is required this must take priority over any other action.
- If it is thought an adult may be in need of protection to prevent significant harm from occurring they must refer the matter to the police.

**For guidance and directions for reporting a concern, speak to the Designated Leads or call Cumbria Safeguarding Hub on 0333 240 1727**