

Adults Move Lincolnshire

Safeguarding Vulnerable Adults and Children Policy

Policy Owner: Rebecca Loveridge

Date Policy approved: 01.04.23

Next review Date: 01.04.24

Designated Safeguarding Lead: Rebecca Loveridge - 07833606051

Mission Statement/Introduction

Founded by Bekki Loveridge in April 2021, Adults Move Lincolnshire CIC (AML) is committed to providing fun and accessible recreational sports and wellness activities for a variety of adult communities across Lincolnshire for their physical, social and emotional wellbeing.

Policy statement

Adults Move Lincolnshire accepts that we are required to fulfil our duty of care, which means that we must do everything that can be reasonably expected of us to help safeguard and protect people from harm, and to act when we suspect that someone is being harmed, or is at risk of harm.

Scope

This safeguarding adult policy and associated procedures apply to all individuals involved in Adults Move Lincolnshire including collaborators, participants, and volunteers and to all concerns about the safety of children and vulnerable adults whilst taking part in our organisation, its activities and in the wider community.

Purpose

This policy aims to cover:

- The legislation, our commitment and procedures for safeguarding children and adults.
- Our role and responsibility for safeguarding children and vulnerable adults.
- What to do or who to speak to if someone has a concern relating to the welfare or wellbeing of an adult within the business.

Implementation

- AML's designated safeguarding lead is Rebecca Loveridge.
- Rebecca will communicate the safeguarding policy and procedure with all collaborators, freelancers and volunteers we work with.
- Rebecca is committed to ensuring that adult safety is included in risk assessments.
- Rebecca will ensure that collaborators and freelancers working with AML are DBS checked and have safeguarding training.

Legislation – what is adult safeguarding?

The Care Act 2014 sets out statutory responsibility for the integration of care and support between health and local authorities. NHS England and Clinical Commissioning Groups are working in partnership with local and neighbouring social care services. Local Authorities have statutory responsibility for safeguarding. In partnership with health they have a duty to promote wellbeing within local communities.

Safeguarding children and vulnerable adults means protecting a person's right to live in safety, free from abuse and neglect. The Care Act requires that each Local Authority must:

- Make enquiries, or ensure others do so, if it believes an adult is experiencing, or is at risk of, abuse or neglect
- An enquiry should establish whether any action needs to be taken to stop abuse or neglect, and if so, by whom
- Setup Safeguarding Adults Board
- Arrange, where appropriate, for an independent advocate to represent and support an adult who is the subject of a safeguarding enquiry
- Or Safeguarding Adult Review where the adult has 'substantial difficulty' in being involved in the process and where there is no other appropriate adult to help them
- Cooperate with each of its relevant partners in order to protect adults experiencing or at risk of abuse or neglect.

An adult at risk is any person who is aged 18 years or over and at risk of abuse or neglect because of their needs for care and or support. Where someone is over 18 but still receiving children's services and a safeguarding issue is raised, the matter should be dealt with as a matter of course by the adult safeguarding team.

The aims of safeguarding adults are:

- To prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- To safeguard individuals in a way that supports them in making choices and having control in how they choose to live their lives "Making Safeguarding Personal"
- To promote an outcomes approach in safeguarding that works for people resulting in the best experience possible
- To raise public awareness so that professionals, other staff and communities as a whole play their part in preventing, identifying and responding to abuse and neglect.

In order to achieve these aims, it is necessary:

- To ensure that the roles and responsibilities of individuals and organisations are clearly laid out.
- To create a strong multi-agency framework for safeguarding.

- To enable access to mainstream community safety measures.
- To clarify the interface between safeguarding and quality of service provision.

Safeguarding Children and Vulnerable Adults

All staff within health services have a responsibility for the safety and wellbeing of patients and colleagues. Living a life that is free from harm and abuse is a fundamental human right and an essential requirement for health and well-being. Safeguarding children and vulnerable adults is about the safety and well-being of all patients but providing additional measures for those least able to protect themselves from harm or abuse. Safeguarding children and vulnerable adults is a fundamental part of patient safety and wellbeing and the outcomes expected of the NHS. Safeguarding children and vulnerable adults is also integral to complying with legislation, regulations and delivering cost effective care. These cards should be used by you as a guide should you have a safeguarding concern and should always be used alongside your organisation's safeguarding policy and procedures.

Definition of Children:

The policy and procedures apply to all children and young people up to the age of 18 years, including unborn babies, who live permanently in Lincolnshire or are temporarily resident here. Within the document the terms "children" or "child" refer to all children and young people up to the age of 18 years.

The fact that a child has become sixteen years of age, is living independently or is in further education, is in the armed forces, in hospital, or in prison or a young offender's institution, does not change their status or their entitlement to services or their protection under the Children Act 1989.

Definition of an adult at risk:

Aged 18 years or over; Who may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Your responsibilities when you have safeguarding concerns:

- Assess The Situation and whether the emergency services are required?
- Ensure The Safety And Wellbeing of the individual
- Establish what the individual's views and wishes are about the safeguarding issue and procedure
- Maintain any evidence
- Follow local procedures for reporting incidents/risks
- Remain calm and try not to show any shock or disbelief

- Listen carefully and demonstrate understanding by acknowledging regret and concern that this has happened
- Inform the person that you are required to share the information, explaining what information will be shared and why
- Make a written record of what the person has told you, using their words, what you have seen and your actions.

Duty of Care

You have a duty of care to your patients/service users and your colleagues. Safeguarding is everybody's business. The Health Professions Council standards state: '...a person who is capable of giving their consent has the right to refuse treatment. You must respect this right. You must also make sure they are fully aware of the risk of refusing treatment, particularly if you think there is a significant or immediate risk to life.'

Duty of care can be said to have reasonably been met where an objective group of professionals considers.

- All reasonable steps have been taken
- Reliable assessment methods have been used
- Information Has Been Collated and thoroughly evaluated
- Decisions Are Recorded, communicated and thoroughly evaluated
- Policies And Procedures Have been followed
- Practitioners And Managers seek to ascertain the facts and are proactive.

You should always treat every individual with dignity and respect to ensure that they feel safe in services and empowered to make choices and decisions. Ensure that significant others, i.e family member, friend or advocate, are involved to support the individual where appropriate. It is important to recognise that though an individual with capacity has the right to refuse care for themselves. Such a refusal may raise a safeguarding concern in respect of others.

You have the responsibility to follow the 6 safeguarding principles enshrined within the Care Act 2014:

Six key principles underpin all adult safeguarding work:

Principle 1

Empowerment – Personalisation and the presumption of person-led decisions and informed consent.

"I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."

Principle 2

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."

Principle 3

Proportionality – Proportionate and least intrusive response appropriate to the risk presented.

“I am sure that the professionals will work for my best interests, as I see them and they will only get involved as much as I require.”

Principle 4

Protection – Support and representation for those in greatest need.

“I get help and support to report abuse. I get help to take part in the safeguarding process to the extent to which I want and to which I am able.”

Principle 5

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 to get the best result for me.”

Principle 6

Accountability – Accountability and transparency in delivering safeguarding.

“I understand the role of everyone involved in my life.”

1. Categories of Abuse

Abuse and neglect can take many forms. Organisations and individuals should not be constrained in their view of what constitutes abuse or neglect, and should always consider the circumstances of the individual case. Abuse includes:

Physical abuse – including assault hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.

Sexual abuse – including rape 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, isolation or unreasonable and unjustified withdrawal of services or supportive networks.

Modern Slavery – See human trafficking section.

Financial or material abuse – including theft, fraud, exploitation, 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.

Neglect and acts of omission – including ignoring medical 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 surrounding and includes behaviour such as hoarding. It is important to consider capacity when self-neglect is suspected. Also consider how it may impact on other family members and whether this gives rise to a safeguarding concern.

Domestic Violence – See DV Section

Discriminatory abuse – including discrimination on grounds of race, gender and gender identity, disability, sexual orientation, religion, and other forms of harassment, slurs or similar treatment.

Organisational abuse – including neglect and poor care practice within an institution or specific care setting like a hospital or care home, e.g. this may range from isolated incidents to continuing ill-treatment.

2. Safeguarding Adult Reviews

Commissioners and the NHS have robust processes in place to learn lessons from cases where children or adults die or are seriously harmed and abuse or neglect is suspected. For adults this includes contributing fully to Safeguarding Adult Reviews (SARs) which are commissioned by the Local Safeguarding Adult Board (LSAB). (Safeguarding Vulnerable People in the Reformed NHS Accountability and Assurance Framework)

3. Whistle blowing

Always act whenever abuse is suspected including when your legitimate concern is not acted upon. Whistleblowers are given protection under the Public Interest Disclosure Act 1998.

If in doubt, contact your nominated lead for adult safeguarding for assistance and guidance.

Procedures

Are you concerned about...

a) yourself or a member of staff

OR

b) the behaviour of staff member/volunteer

Yourself or another adult

Are either of you at immediate risk of harm right now? Or has a criminal offence been committed?

NO

Share your concerns with the Safeguarding Lead (DSL)

Rebecca Loveridge

07833606051

The Safeguarding Lead (DSL) will then follow the safeguarding procedures.

YES

Seek help by dialling 999 for police or ambulance.

NO

Behaviour of the staff

Are either of you at immediate risk of harm now?

Report safeguarding concern to:

Lincolnshire Safeguarding Adults Board

Tel: 01522 782155 (Monday to Friday, 8am to 6pm) or 01522 782333 (outside office hours)

Action on Elder Abuse

Tel: 020 8765 7000

Ann Craft Trust (ACT)

Tel: 0115 951 5400

Supporting the adult through the process

The Designated Safeguarding Lead (DSL) should:

- Speak with the individual concerned
- Determine the wishes of the adult concerned to ensure the process is person led and outcome focused.
- Seek external guidance and advice as appropriate from Lincolnshire Safeguarding Adults Board – **01522 782155 (Monday to Friday, 8am to 6pm) or 01522 782333 (outside office hours).**
- Offer support and information for the adult concerned to make informed choices.
- Put measures in place to keep the adult safe during the activity (if appropriate)
- Ask for consent to report the concern to statutory agencies if appropriate
- Keep the adult informed and involved throughout the process

Key Contact Details

Rebecca Loveridge is the Designated Safeguarding Lead (DSL) who is responsible for ensuring that this policy is adhered to. They will be responsible for the monitoring and recording of any safeguarding concerns and for ensuring that all concerns are shared with the appropriate authorities. It is not the role of the DSL to investigate, only to gather and share information as appropriate. The DSL can be contacted on **07833606051**.

Raising and Managing a Concern

- Any safeguarding concerns can be reported via phone call or email.
- Any concern that an individual is not safe is taken seriously, responded to promptly, and followed up.
- The DSL will speak to the adult about the issue wherever possible, noting any views that the adult may have regarding how they wish the matter to be dealt with and keeping them informed throughout the process.
- The DSL may seek advice from external sources such as the local Safeguarding Adults Team, the Local Active Partnership, NGB, police or Ann Craft Trust.
- The DSL will only share information with the people who need to know – such as the Safeguarding Adults Team, police or local Active Partnership. Any referrals or passing on of information will be done with the consent of the adult wherever possible. If consent is withheld, but information is still passed on, the DSO will clearly document this and the reasons why. They will also inform the adult of this action wherever possible.

- The DSL will make a written record of the concern and store it safely in line with Data Protection requirements.

Note:

- If someone is injured or at immediate risk, immediate action should be taken. By seeking help by dialling 999 for police or ambulance.
- If someone does not give consent, advice as to what you should do can be sought from either the police, Adults Safeguarding Team, NGB, Active Partnership or Ann Craft Trust etc, whilst keeping the name anonymous.

Whistleblowing

If the Safeguarding Lead or staff member is implicated or you think has a conflict of interest, then contact your Local Authority Adult Safeguarding Team on [01522 782155](tel:01522782155) (Monday to Friday, 8am to 6pm) or [01522 782333](tel:01522782333) (outside office hours) – Lincolnshire Safeguarding Adults Board.

Recording and Information Sharing

Sharing Information— We work to the Seven Golden Rules

1. GDPR is not a barrier to sharing information
2. Be open and honest
3. Seek advice, if in doubt
4. Share with consent where appropriate
5. Consider safety and wellbeing
6. Necessary, proportionate, relevant, accurate, timely and secure
7. Keep a record of your decision and reasons for sharing

Any information disclosed should be:

- clear regarding the nature of the problem and purpose of sharing information
- based on fact, not assumption
- restricted to those with legitimate need to know
- relevant to specific incidents
- strictly limited to the needs of the situation at that time
- recorded in writing with reasons stated

Sharing data when someone lacks mental capacity

- Can The Patient Give Consent to Disclosure of information?
- You have a responsibility to explore approaches to help them understand

- In some instances the individual will not have the capacity to consent to disclosure of personal information relating to them. Where this is the case any disclosure of information needs to be considered against the conditions set out in the Data Protection Act and a decision made about whether it is in their best interests to be shared.

Sources of Information and Support

Lincolnshire Safeguarding Adults Board

The Lincolnshire Safeguarding Adults Board (LSAB) promotes the well-being of adults who have care or support needs.

Tel: 01522 782155 (Monday to Friday, 8am to 6pm) or 01522 782333 (outside office hours)

Email: lsab@lincolnshire.gov.uk.

Web: <https://www.lincolnshire.gov.uk/safeguarding/lsab>

People who are deaf, hard of hearing or speech impaired can use the police Typetalk service on:

- 01522 558263
- or, 01522 558140
- or, 07761 911287

Action on Elder Abuse

A national organisation based in London. It aims to prevent the abuse of older people by raising awareness, encouraging education, promoting research and collecting and disseminating information.

Tel: 020 8765 7000

Email: enquiries@elderabuse.org.uk

www.elderabuse.org.uk

Ann Craft Trust

A national organisation providing information and advice about adult safeguarding. The Ann Craft Trust has a specialist Safeguarding Adults in Sport and Activity team to support the sector

Tel: 0115 951 5400

Email: Ann-Craft-Trust@nottingham.ac.uk

www.anncrafttrust.org

Men's Advice Line

For male domestic abuse survivors

Tel: 0808 801 0327

National LGBT+ Domestic Abuse Helpline

Tel: 0800 999 5428

National 24Hour Freephone Domestic Abuse Helplines

England	Northern Ireland
Tel: 0808 2000 247 www.nationaldahelpline.org.uk/Contact-us	Tel: 0808 802 1414 www.dsahelpline.org Twitter: www.twitter.com/dsahelpline Facebook: www.facebook.com/dsahelpline
Scotland	Wales
Tel: 0800 027 1234 Email: helpline@sdaafmh.org.uk Web chat: sdaafmh.org.uk	Llinell Gymorth Byw HebOfn/ Live free from fear helpline Tel: 0808 8010 800 Type Talk: 18001 0808 801 0800 Text: 078600 77 333

Rape Crisis Federation of England and Wales

Rape Crisis was launched in 1996 and exists to provide a range of facilities and resources to enable the continuance and development of Rape Crisis Groups throughout Wales and England.

Email: info@rapecrisis.co.uk

www.rapecrisis.co.uk

Respond

Respond provides a range of services to victims and perpetrators of sexual abuse who have learning disabilities, and training and support to those working with them.

Tel: 020 7383 0700 or

0808 808 0700 (Helpline)

Email: services@respond.org.uk

www.respond.org.uk

Stop Hate Crime

Works to challenge all forms of Hate Crime and discrimination, based on any aspect of an individual's identity. Stop Hate UK provides independent, confidential and accessible reporting and support for victims, witnesses and third parties.

24 hours service:

Telephone: 0800 138 1625

Web Chat: www.stophateuk.org/talk-to-us/

E mail: talk@stophateuk.org

Text: 07717 989 025

Text relay: 18001 0800 138 1625

By post: PO Box 851, Leeds LS1 9QS

Susy Lamplugh Trust

The Trust is a leading authority on personal safety. Its role is to minimise the damage caused to individuals and to society by aggression in all its forms – physical, verbal and psychological.

Tel: [020 83921839](tel:02083921839)

Fax: [020 8392 1830](tel:02083921830)

Email: info@suzylamplugh.org

www.suzylamplugh.org

Victim Support

Provides practical advice and help, emotional support and reassurance to those who have suffered the effects of a crime.

Tel: [0808 168 9111](tel:08081689111)

www.victimsupport.com

Women's Aid Federation of England and Wales

Women's Aid is a national domestic violence charity. It also runs a domestic violence online help service.

www.womensaid.org.uk/information-support