

VULNERABLE ADULTS SAFEGUARDING POLICY FOR ROJA ARTS CIC

Safeguarding Policy for Working with Vulnerable Adults - ROJA ARTS CIC

Vulnerable Adults Safeguarding Policy for ROJA ARTS CIC

Roja Arts CIC abides by the duty of care to safeguard and promote the welfare of vulnerable adults and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

We recognise the welfare of vulnerable adults is paramount in all the work we do and in all the decisions we take.

All vulnerable adults, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation has an equal right to protection from all types of harm or abuse.

Some vulnerable adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

Working in partnership with vulnerable adults, their carers and other agencies is essential in promoting vulnerable adult's protection.

PURPOSE:

ROJA ARTS CIC will:

Protect vulnerable adults who receive ROJA ARTS CIC's services from harm.

Provide staff and volunteers, as well as vulnerable adults and their families, with the overarching principles that guide our approach to vulnerable adult protection.

This policy applies to anyone working on behalf of ROJA ARTS CIC, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students. Failure to comply

with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

DEFINITIONS: TYPES & SIGNS OF ABUSE

Adult at Risk:

An adult who has needs for care and support (whether or not the authority is meeting any of those needs), is experiencing, or is at risk of, abuse or neglect, and as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

Adult Abuse:

Adults may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives. There are four main categories of abuse, which are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

Bullying and cyberbullying.

Domestic abuse.

Female genital mutilation.

Grooming.

Historical abuse.

Online abuse.

Safeguarding vulnerable adults:

Safeguarding vulnerable adults is defined as:

protecting vulnerable adults from maltreatment.

preventing impairment of vulnerable adults health

ensuring that vulnerable adults are living in circumstances consistent with the provision of safe and effective care.

taking action to enable all vulnerable adults to have the best outcomes.

Signs of Abuse include but are not limited to:

1. Neglect

Tired/listless

Unkempt

Poor hygiene

Unrelated medical conditions

Hungry

Over eats when food is available

Poor growth

Poor/late attendance

2. Emotional

Clingy

Attention seeking

Over ready to relate to others

Low self esteem

Apathy

Fearful/withdrawn

Sleep disorders

Depression/self harm

Drink/drug/solvent abuse

3. Physical

Unexplained injuries

Injuries on certain parts of the body

Injuries in various stages of healing

Flinching when approached

Reluctant to change

Crying/instability

Afraid of home

Behavioural extremes

Apathy/depression

Injuries that reflect use of an implement

Bruises / limping / flinching

Tearful / crying a lot

Behaviour & character changes

Cover up with clothing

Not attending / withdrawal

Hypervigilance

4. Sexual

Knowledge

Promiscuity

Wary of other adults

Running away from home

Eating disorders

Depression

Self harm

Unexplained gifts/money

LEGAL FRAMEWORK:

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect vulnerable adults in England.

ROJA ARTS CIC should have in place arrangements that reflect the importance of safeguarding and promoting the welfare of vulnerable adults as well as vulnerable adults.

The Prevent duty

Some organisations in England, Scotland and Wales have a duty, as a specified authority under section 26 of the Counterterrorism and Security Act 2015, to identify vulnerable adults and prevent them from being drawn into terrorism. This is known as the Prevent duty. These organisations include:

Registered vulnerable adult service providers.

Local authorities.

Police.

Prisons and probation services.

NHS trusts and foundations.

Other organisations may also have Prevent duties if they perform delegated local authority functions.

Vulnerable adults can be exposed to different views and receive information from various sources. Some of these views may be considered radical or extreme.

Radicalisation

Is the process through which a person comes to support or be involved in extremist ideologies. It can result in a person becoming drawn into terrorism and is in itself a form of harm.

Extremism

Is vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

CONFIDENTIALITY AND INFORMATION SHARING:

ROJA ARTS CIC expects all employees, volunteers and trustees 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 Local Authority if a vulnerable 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, decisions 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).

Any records kept could be used in court, so it is vital they are

accurate

detailed

clear

factual

objective

Records shall contain information on what was seen or heard that has caused concern, what was said and how ROJA ARTS CIC responded.

When dealing with a disclosure, ROJA ARTS CIC will

Listen carefully

Offer reassurance

Record (verbatim)

Be transparent about what we will do with the information

Ask open questions (what, who, when, where, how)

Consider the person's immediate safety

Refer/seek advice

REFERRAL PROCESS FOR SAFEGUARDING CONCERNS:

- 1. Vulnerable adult speaks to our designated Safeguarding lead. If it is an emergency situation and someone is in immediate harm call 999 for the emergency services.*
- 2. ROJA ARTS CIC makes a referral online using the secure Suffolk County Council referral portal.*
- 3. If ROJA ARTS CIC needs to discuss whether or not a referral is required, they will call the Suffolk Multi Agency Safeguarding Hub (MASH) professional Consultation Line on 03456 061499 to speak with a MASH social worker.*

SAFE RECRUITMENT & SELECTION:

ROJA ARTS CIC is committed to safe employment and safe recruitment practices that reduce the risk of harm to vulnerable adults from people unsuitable to work with them or have contact with them.

Safeguarding Training:

All staff and volunteers of ROJA ARTS CIC who work directly with vulnerable adults are required to undertake Safeguarding training, which is refreshed every three years.

DBS Checks:

All staff and volunteers of ROJA ARTS CIC who work directly with vulnerable adults are required to have the appropriate DBS checks, which are refreshed every three years.

Social Media:

All employees and volunteers should be aware of ROJA ARTS CIC social media policy and procedures and the code of conduct for behaviour towards the people we support.

Use of Mobile Phones and other Digital Technology:

All employees, trustees and volunteers should be aware of ROJA ARTS CIC policy and procedures regarding the use of mobile phones and any digital technology and understand that it is unlawful to photograph vulnerable adults without the explicit consent of the person with parental responsibilities.

Whistleblowing:

It is important that people within ROJA ARTS CIC have the confidence to come forward to speak or act if they are unhappy with anything. Whistle blowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong- doing within their organisation. This includes concerns about another employee or volunteer. There is also a requirement by ROJA ARTS CIC to protect whistleblowers.

IMPORTANT CONTACTS:

Senior Lead for Safeguarding / Designated Safeguarding Officer

Name: Oliver Squirrell

Email address: oliver@oldjet.co.uk

Telephone number: 07774533193

Director for Safeguarding

Name: Jesse Quin

Email address: jesse@oldjet.co.uk

Police

Emergency – 999

Non-emergency – 101

DATE OF LAST REVIEW OF SAFEGUARDING POLICY:	DATE OF NEXT REVIEW OF SAFEGUARDING POLICY:
9th January 2025	9th January 2026