

The Illingworth & Bradshaw Local Activities Group

SAFEGUARDING ADULTS AT RISK - POLICY STATEMENT

The LA Group (Illingworth and Bradshaw) provides activities and social opportunities to members in the local area. These procedures have been designed to ensure the welfare and protection of any adult who accesses our activities. The procedures recognise that adult abuse can be a difficult subject for staff and members to deal with. The LA Group is committed to the belief that the protection of adults at risk from harm and abuse is everybody's responsibility and the aim of these procedures is to ensure that all staff, committee and members act appropriately in responding to any concerns.

1. Preventing abuse

The LA Group is committed to putting in place safeguards and measures to reduce the likelihood of abuse taking place within the activities it offers and all those involved with the LA Group will be treated with respect.

The LA Group is committed to safer recruitment policies and practices for all paid staff, committee and members. This includes appropriate DBS (disclosure and barring) checks. Also adequate training on safeguarding adults at risk is provided for staff committee members.

Committee members will be required to provide two references and where appropriate have a Disclosure and Barring check.

2. Recognising the signs and symptoms of abuse

The LA Group is committed to ensuring that all staff, committee, and members undertake training to gain a basic awareness of signs and symptoms of abuse, as necessary. The LA Group will ensure that the designated Named Person and other members of staff and committee have access to training around Safeguarding Adults.

ABUSE

Abuse is the mistreatment by any other person/s that violates a person's human and civil rights. The abuse can vary, from treating someone with disrespect in a way that significantly affects the persons quality of life, to causing actual physical suffering.

Forms of abuse can include:

- Physical abuse such as: hitting, pushing, pinching, shaking, misuse of medication, scalding, inappropriate restraint, hair pulling.
- Sexual abuse such as: rape or sexual assault, sexual acts to which the adult at risk not or could not have consented, or to which they were pressurised into consenting or encouraging people to watch inappropriate materials.
- Psychological or emotional abuse such as: threats of harm or abandonment, deprivation of social or any other form of contact, humiliation, blaming, controlling, intimidation, coercion, or harassment, verbal abuse, prevention from receiving services or support.
- Financial or material abuse such as: theft, fraud or exploitation, pressure in connection with wills, property, or inheritance; misuse of property, possessions, or benefits.
- Neglect or acts of omission such as: ignoring medical or physical care needs; preventing access to health, social care, or educational services; withholding the necessities of life, such as food, drink, or heating.
- Discriminatory abuse such as that based upon a person's race, sexuality, or disability, any forms of harassment or slurs.
- Domestic violence: all forms of abuse can be experienced in a family setting by a partner, family member, or with someone with whom there is a relationship.
- Institutional abuse and poor practice – disrespect and unethical practice, ill treatment and professional misconduct.

In respect of safeguarding individuals from radicalisation, the LA Group works to the Prevent element of the Governments Counter Terrorism Strategy, and would seek external support for anyone they suspected of being radicalised to the Channel Programme. This programme aims to work with the individual to address their specific vulnerabilities, prevent them becoming further radicalised and possibly entering the criminal justice system because of their actions. It is recognised that radicalisation can occur to an individual from any section of society and is not particular to any racial, ethnic or social group. It is further recognised that in many instances the process of radicalisation is essentially one of grooming by others.

People who behave abusively come from all backgrounds and walks of life. They may be doctors, nurses, social workers, advocates, staff members, volunteers or others in a position of trust. They may also be relatives, friends, neighbours or people who use the same services and activities as the person experiencing abuse.

3. Designated Named Person for safeguarding adults

The LA Group will appoint an individual who is responsible for dealing with any Safeguarding Adult concerns, this will be the designated safeguarding lead. In their absence, then committee members, staff, or members should contact Gateway to Care directly on 01422 393000.

The roles and responsibilities of the named person/s are:

- To ensure that all staff including volunteers and committee members are aware of what they should do and who they should go to if they have concerns that an adult at risk may be experiencing, or has experienced abuse, neglect or radicalisation
- To ensure that concerns are acted on, clearly recorded and referred directly to social care..
- To follow up any referrals and ensure the issues have been addressed.
- To reinforce the utmost need for confidentiality and to ensure that staff and volunteers and members are adhering to good practice with regard to confidentiality and security.
- To ensure that staff and volunteers and committee members working directly with members who have experienced abuse, or who are experiencing abuse, are well supported and receive appropriate supervision.

4. Responding to people who have experienced or are experiencing abuse

The LA Group recognises that it has a duty to act on reports, or suspicions of abuse, neglect or radicalisation. It also acknowledges that taking action in cases of adult abuse is never easy.

How to respond if you receive an allegation:

- Reassure the person concerned
- Listen to what they saying
- Record what you have been told/witnessed as soon as possible
- Remain calm and do not show shock or disbelief
- Tell them that the information will be treated seriously
- Do not start to investigate or ask detailed or probing questions
- Do not promise to keep it a secret

If you witness abuse or abuse has just taken place the priorities will be:

- Call an ambulance if required
- Call the police if a crime has been committed
- To preserve evidence
- To keep yourself, staff, volunteers and members safe
- To inform the Designated Person/s as soon as possible
- To record what happened in the file kept for the purpose by the designated person

All situations of abuse or alleged abuse will be discussed with the Designated Named Person. If a member of the committee, staff or volunteer feels unable to raise this concern with the Designated Named Person

(or they are implicated in the abuse) then concerns can be raised directly with Gateway to Care direct on 01422 393000. The alleged victim will be told that this will happen. This stage is called the **alert**.

If it is appropriate and there is consent from the individual, or there is a good reason to override consent, such as risk to others, a referral will be made to Gateway to Care.

If the individual experiencing abuse does not have capacity to consent a referral will be made without that persons consent, in their best interests.

The Designated Named Person may take advice at the above stage from Gateway to Care and/or the Safeguarding Adults Team and /or other advice giving organisations such as the Police.

5. Raising a Safeguarding Adults Alert

All safeguarding adult concerns should be made by telephone to the Adult Social care team via Gateway to Care, Monday to Friday 9.00am till 5.00pm

Gateway to Care - Phone: 01422 393000 - Available: Monday to Friday 9am – 5pm

Safeguarding Adults Team - Phone: 01422 393804 - Available: Monday to Friday 9am- 5pm

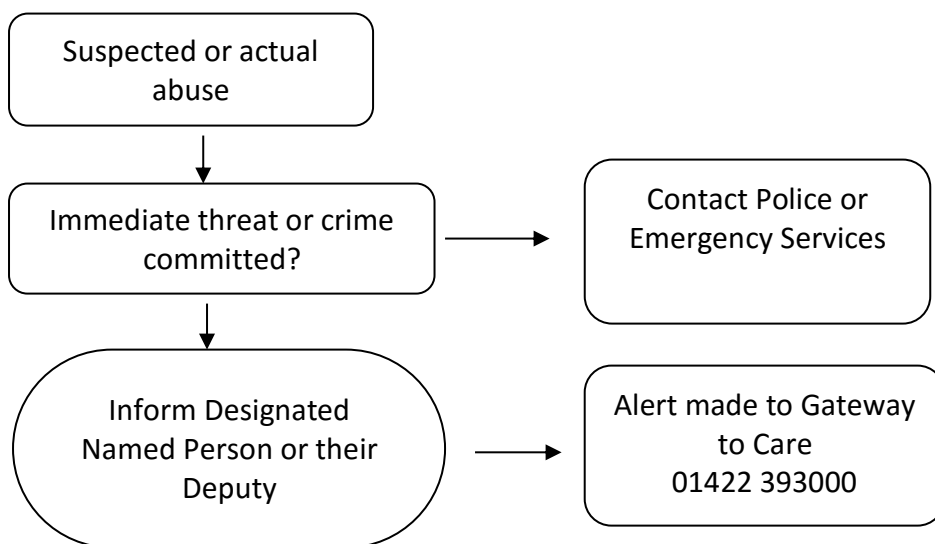
Please note that this is an advice service **only**. All alerts should be raised with Gateway to Care direct.

West Yorkshire Police - Safeguarding unit: 01422 337041

Hate and Mate crime and Domestic abuse are crimes, please seek advice from the Police Safeguarding team in the first instance then refer to Gateway to Care.

Prevent/Channel Team - Sadia Hussain – Prevent coordinator 07702 656834/ office 01422 337266

In an emergency situation outside of these times please contact the Emergency Duty Team on 01422288000. You should ask to make a Safeguarding Adults Alert.



Gateway to Care will then decide if the safeguarding process should be instigated or if other support/services are appropriate. Feedback will be given to the person who raised the safeguarding adults alert.

6. Managing allegations made against member of staff or volunteer or committee member

The LA Group will ensure that any allegations made against members or staff will be dealt with swiftly. Where a member of staff/volunteer/member is thought to have committed a criminal offence the Police will be informed. If a crime has been witnessed the police should be contacted immediately.

The safety of the individual/s concerned is paramount. A risk assessment must be undertaken immediately to assess the level of risk to all members posed by the person alleged to have caused harm. This will

include whether it is safe for them to continue in their role or any other role within the group whilst the investigation is undertaken.

The Designated Named Person will liaise with Gateway to Care directly to discuss the best course of action and to ensure that the LA Group's disciplinary procedures are coordinated with any other enquiries taking place as part of the ongoing management of the allegation.

The LA Group has a Whistle Blowing policy and staff and members are aware of this policy. Staff and members will be supported to use this policy.

7. Recording and managing confidential information

The LA Group is committed to maintaining confidentiality wherever possible and information around Safeguarding Adults issues should be shared only with those who need to know. For further information, please see the LA Groups confidentiality policy.

All allegations/concerns should be recorded in the file kept by the Designated Person.

The information should be factual and not based on opinions, record what the person tells you, what you have seen and witnessed.

The information that is recorded will be kept secure and will comply with the data protection act. Access to the information will be restricted to the Designated Named Person, their deputy, and committee members as appropriate.

8. Disseminating/Reviewing policy and procedures

This Safeguarding Adults Policy and Procedure will be clearly communicated to staff, volunteers committee and ordinary members. The Designated Named Person will be responsible for ensuring that this is done.

The Safeguarding Adults Policy and Procedures will be reviewed annually by the LA Group committee members. The Designated Named Person for Safeguarding Adults will be involved in this process and can recommend any changes. The Designated Named Person will ensure that any changes are clearly communicated to staff, committee and members.

It may be appropriate to involve members in the review and interested parties need to be informed of any significant changes.

LINKED AGENCIES as defined in the Safeguarding Adults Multi Agency Policies & Procedures for West Yorkshire, North Yorkshire & York.

Domestic violence and abuse

Examples of domestic violence include psychological, physical, sexual, financial and emotional abuse; as well as so called 'honour' based violence, forced marriages, female genital mutilation. Many people think that domestic abuse is about intimate partners, or abuse of women by men, but it may also be caused by wider family members and committed by women on men and in same sex relationships, as made clear in the Home Office definition.

"An incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse by someone who is or has been an intimate partner or family member regardless of gender or sexuality"

Modern Slavery

Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery. Any consent victims have given to their treatment will be irrelevant where they have been coerced, deceived or provided with payment or benefit to achieve that consent. The term 'modern slavery' captures a whole range of types of exploitation, many of which occur together.

These include but are not limited to:

Sexual exploitation

Domestic Violence

Forced labour

Criminal exploitation

Prevent agenda: exploitation by radicalises who promote violence

The Government's counter-terrorism strategy as defined in the Counter Terrorism and Security Bill 2015 known as CONTEST. Prevent is an element of this strategy. Prevent focuses on working with vulnerable individuals who may be at risk of being exploited by radicalises and subsequently drawn into terrorist related activity. Violent extremists may target vulnerable people and use charisma and persuasive rationale to attract people to this cause.

The Prevent Strategy:

- Responds to ideological challenge faced from terrorism and aspects of extremism, and the threat faced from those who promote these views.
- Provides practical help to prevent people being drawn into terrorism and ensure they are given appropriate advice and support
- Works with a wide range of sectors.

Channel is a key element of the Prevent Strategy. It is a multi-agency approach to protect people at risk from radicalisation.

Channel is about safeguarding children and adults from being drawn into committing terrorist related activity, it is about early intervention. Radicalisers should be reported to the Police. If a person has needs for care and support, and is unable to protect themselves as a result, safeguarding adults concern should also be raised.

Hate Crime

Hate Crime is taken to mean any crime where the perpetrator's prejudice against any identifiable group of people is a factor in determining who is victimised.

Hate Crime is a form of discriminatory abuse. Hate Crimes can happen because of hostility, prejudice or hatred of people due to:

- Disability
- Gender identity
- Race, ethnicity or nationality
- Religion or belief
- Sexual orientation

It should be noted that this definition is based on the perception of the victim or anyone else and is not reliant on evidence.

Hate crime should be reported to the local community Safety Initiative. If the person has needs for care and support, and is unable to protect themselves as a result, a safeguarding concern should be raised. In the event that a person is at immediate risk, contact the Police.

Specialist contacts:

The Forced Marriage Unit: www.fco.gov.uk/forcedmarriage Helpline: 02070080151

Modern Slavery Helpline: 0800 0121 700 www.modernslavery.co.uk/who.html

Karma nirvana is a UK registered charity that supports victims and survivors of forced marriage and honour based abuse. 0800 5999247 www.karmanirvana.org.uk