



## **Loveable CIC Safeguarding Adults Policy Statement**

This policy will enable Loveable CIC to demonstrate its commitment to keeping adults at risk safe with whom it works alongside. Loveable acknowledges its duty to act appropriately to any allegations, reports or suspicions of abuse.

It is important to have policy and procedures in place so that all managers, staff, volunteers and service users can work to prevent abuse and know what to do should a concern arise.

To comply with legislation and fulfill statutory responsibility, Loveable CIC will work to ensure that every person we work with can live their life free of abuse, exploitation, fear of aggression and/or violence.

This policy is relevant to

- Loveable CIC Directors, Management and Employees.
- Anybody volunteering for Loveable CIC
- The people affected by all Loveables work activities/service users and members.

**The policy and procedures have been drawn up in order to enable Loveable CIC to:**

- promote good practice and work in a way that can prevent harm and abuse occurring
- ensure that any allegations of abuse or suspicions are dealt with appropriately and the person experiencing abuse is supported;
- stop abuse occurring.

**The policy and procedures relate to the safeguarding of adults at risk. Adults at risk are defined as individuals aged over 18 who:**

- have needs for care and support (whether or not the local authority is meeting any of those needs)
- is experiencing, or at risk of, abuse or neglect;
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect. (Care Act, 2014)

The policy applies to all managers, staff, volunteers, service users and carers and anyone working on behalf of Loveable CIC. It is acknowledged that significant numbers of adults at risk are abused and it is important that Loveable has a safeguarding adults policy, a set of procedures to follow and puts in place preventative measures to try and reduce those numbers.

In order to implement the policy and procedure, Loveable CIC will work to:

- stop abuse or neglect wherever possible;
- prevent harm and reduce the risk of abuse or neglect to adults with care and support needs;
- promote the wellbeing of the adult(s) at risk in safeguarding adults arrangements;
- safeguard adults in a way that supports them in making choices and having control about how they want to live;
- promote an approach that concentrates on improving life for the adults concerned; • raise awareness of safeguarding adults to ensure that everyone can play their part in preventing, identifying and responding to abuse and neglect;
- provide information and support in accessible ways to help people understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult; and
- address what caused the abuse or neglect.

## **Loveable CIC will:**

- ensure that all staff, volunteers, service users and carers are familiar with this policy and associated procedures;
- act within its confidentiality policy and will usually gain permission from service users before sharing information about them with another agency.
- pass information to the Local Authority when more than one person is at risk. For example: if the concern relates to a worker, volunteer or organization who provides a service to adults with care and support needs or children;
- inform service users that where a person is in danger, a child is at risk or a crime has been committed then a decision may be taken to pass information to another agency without the service user's consent.
- make a safeguarding adults referral to the Local Authority as appropriate; endeavor to keep up to date with national developments relating to preventing abuse and welfare of adults;
- ensure that the Designated Adult Safeguarding Manager (DASM) understands his/her responsibility to refer incidents of adult abuse to the relevant statutory agencies (Police/Local Authority).

The Designated Adult Safeguarding Manager in Loveable is **Norma Davies**  
(normadavies57@gmail.com) **07780 845439**

Norma Davies should be contacted for support and advice on implementing this policy and associated procedures.

### **1. Introduction**

Loveable provides a support service to adults with neurodivergence and/or learning disabilities. These procedures have been designed to ensure the wellbeing and protection of any adult who accesses services provided by Loveable. The procedures recognise that adult abuse can be a difficult subject for workers to deal with. Loveable 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

managers, staff, volunteers, service users and carers act appropriately in response to any concern of adult abuse.

## **DEFINITIONS OF ABUSE**

Abuse is behaviour towards somebody that either deliberately or unknowingly causes them harm, endangers their wellbeing or violates their civil or human rights. Abuse can take many different forms. It can be:

- Physical
- Sexual
- Emotional
- Psychological
- Emotional
- Financial
- Neglect
- Failure to prevent self harm
- Domestic, including Female Genital Mutilation
- Organisational
- Modern Slavery

A vulnerable adult is a person over 18 who is unable to protect his or herself from being exploited. This may be because of a mental illness, disability or dementia.

Safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free of harm, abuse, and neglect. It is fundamental to high quality health and social care and enables each person to live free from fear and harm and their rights and choices respected.

One of the most important principles of safeguarding is that it is everybody's responsibility. Each professional and organisation must do everything they can to ensure that adults at risk are protected from harm, abuse and neglect.

## **2. Preventing abuse**

Loveable is committed to putting in place safeguards and measures to reduce the likelihood of abuse taking place within the services it offers and that all those involved within Loveable will be treated with respect.

## **Who must do what - responsibilities**

### **Directors and Managers must ensure**

- The safety of any any adult at risk as is reasonable by integrating strategies and policies relevant to safeguarding adults.
- All safeguarding concerns reported are fully investigated and issues are addressed.
- All staff receive information and training in line with the safeguarding policy.
- All service users are provided the appropriate support in the event of an allegation of abuse.
- Ensure that all staff and Volunteers providing support have been DBS checked and is up to date.
- Where appropriate, immediate action is taken to prevent further harm from occurring.
- Appropriate authorities are notified immediately.
- Where required, the individuals family are notified of the concern raised in respect of their relatives.

### **Employees and Volunteers will**

- Report any safeguarding concerns to your Line Manager or identified Senior manager.
- Actively support the rights of the individual to lead an independent life based on self determination and personal choice.
- Receive information and training on the organisational safeguarding procedure.

All situations of abuse or alleged abuse will be discussed with a manager and/or the Designated Adult Safeguarding Manager. If anyone feels unable to raise their concern with their line manager or Designated Adult Safeguarding Manager then concerns can be raised directly with Adult Social Care Direct (see below).

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 Adult Social Care Direct team. If the individual experiencing abuse does not have mental capacity to consent to a referral, a best interest decision will be made on their behalf.

Where the suspected abuser is a member of Loveable staff,

In line with Making Safeguarding Personal principles, the line manager and/or Designated Adult Safeguarding Manager should try to seek the views from the adult (or an appropriate representative) about what they would like to happen as result of the concern. This will help to inform the multi-agency Safeguarding Adults Enquiry.

The line manager and/or Designated Adult Safeguarding Manager should refer to somerset Direct 0300 123 2224 and make a safeguarding adults referral. The manager will be required to contact the Police if a criminal offence has been suspected or has been committed.

All safeguarding matters will be treated confidentially unless its a suspected criminal offence, in which case the relevant authorities will be contacted.

### **Safeguarding Committee**

Loveable operates a quarterly safeguarding committee as part of its procedures. The trustee committee are committed to Loveables safeguarding procedures with a lead named trustee (Norma Davies) responsible for safeguarding concerns.

The role of the safeguarding committee is to:

- Ensure that is embedded into Loveables policies, procedures and practice.
- Provide assurance that Loveables safeguarding policy is being adhered to by all volunteers and staff
- Review all safeguarding concerns or incidents to ensure full reporting, escalation and necessary regulatory notifications have been made in a timely manner.
- Annually review all safeguarding incidents to notice trends/patterns lessons learnt and ensure these learnings are shared to inform future practice.
- There will be at least 4 safeguarding committee meetings each year, planned quarterly.
- Minutes will be taken and recorded.

### **DBS**

- Loveable CIC is a regulated activity provider. All our direct care staff are engaged in regulated activity and will therefore be enhanced Disclosure and Barring service (DBS) checked. No person is permitted to work alongside the people we support alone without having this authorised. (Including volunteers and contractors)
- Loveable uses the DBS to contribute to the assessment of the suitability for any potential employees.

- All staff will be required to 3 yearly DBS checks and where available, can confirm checks via the DBS update service.
- Where there is evidence that an employee has been found guilty of misconduct by harming or putting at risk a vulnerable adult, there is a legal requirement of the organizations management to refer them to be placed on the DBS barred list, even if they have left the organisation.

#### Policies related to this document

- Whistleblowing Policy
- Complaints and compliments policy

#### Main legislation applicable to this document

1. The Care Act safeguarding vulnerable adults
2. Mental Capacity Act
3. Deprivation of Liberty

## Appendix 1

Actions for staff in the event of a disclosure.

If a member of staff feels that a person they are supporting is in immediate danger, they must take urgent action to intervene and call for assistance as soon as possible. First Aid should be given and emergency services called if required.

If the abuser is still present, staff should try to remain calm while ensuring that they avoid putting themselves at risk of harm or danger.

- Calmly listen to the person and reassure them that they are doing the right thing by telling you.
- Explain that you are taking the concern seriously and that you will tell your manager and other senior people who can help them
- Explain that if you suspect they are at real risk then you cannot keep it a secret.
- Ensure the immediate safety of the person at risk
- Do not confront the person who is suspected of committing the abuse unless absolutely necessary
- Do not start your own investigation by asking people questions
- Report any actual or suspected abuse.

Staff should refer to the organisations whistle blowing policy if they suspect any wrongdoing by Loveable CIC

