

Adult Safeguarding Policy

Our Commitment

Unleashed Theatre Company (UTC) is committed to practices that protect adults at risk from harm and which creates a 'safer' environment that promotes well-being and security.

Volunteers and staff in this organisation recognise and accept our responsibilities to develop awareness of the issues that may cause harm to vulnerable adults and promote the concept of the individual's right to be treated with respect and dignity and live in safety.

Definitions

The Care Act 2014 Safeguarding 'Adults at Risk' defines an adult at risk as:

A person aged 18 and over who maybe in need of:

- A social care service
- A health service
- Requiring assistance in the conduct of their affairs
- Receiving a service or participating in an activity targeted at older people, people with disabilities or with physical or mental conditions.

UTC's Safeguarding Adults Policy and Procedures agreed definition of a vulnerable adult is:

'A vulnerable adult means a person aged 18 years and over who is or may be in need of services to support their recovery from drug and/or alcohol addiction and who is or may be unable to take care of themselves, or unable to protect themselves against harm or exploitation'.

Purpose of this policy

The purpose of this policy is to provide advice for Volunteers and Staff working with us on helping us to meet our commitment of ensuring that any vulnerable adult receiving any form of support, training, advice or guidance through us is protected from all forms of exploitation and abuse.

We have interpreted and taken guidance from other agencies to take preventative measures to protect vulnerable adults from abuse: physical; sexual; psychological/emotional; financial or material; neglect and acts of omission and impairment to their personal and social development.

We believe that our current arrangements reflect the level of risk associated with our services. All Volunteers and Staff are asked to subscribe to our Code of Behaviour to help embed the delivery of our policy commitment. We recognise that no guidance can be exhaustive. Our policy is to ensure so far as is possible that all who work with us maintain a proper focus on safeguarding.

Our responsibilities

We will:

- Promote the health and welfare of adults at risk by providing opportunities for them to take part in our programme safely.
- Respect and promote the rights, wishes and feeling of adults at risk.
- Promote and implement appropriate procedures to safeguard the well-being of adults at risk and protect them from abuse.
- Support Volunteers and staff to adopt best practice to safeguard and protect adults at risk from abuse and to minimise risk to them including making sure our recruitment and selection processes are safe.
- Require Volunteers and Staff to adopt and abide by this Adults at Risk Safeguarding policy.
- Respond to any allegations of misconduct or abuse of adults at risk in line with this policy.

Principles

The welfare of adults at risk is everyone's responsibility, particularly when it comes to protecting them from abuse. Adults at risk have a lot to gain from us. Our programmes provide an excellent opportunity for participants to learn new skills, grow in confidence and maximise their potential.

This policy is based on the following principles:

- The welfare of adults at risk is the primary concern.
- All adults at risk, whatever their age, culture, disability, language, gender, racial origin, socio-economic status, religious belief and/or sexual identity have the right to protection from abuse.
- That Volunteers and Staff understand what constitutes adult abuse.
- It is everyone's responsibility to report any concerns about abuse and the Police to conduct, where appropriate, a joint investigation.
- All incidents or alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately.
- All personal data will be processed in accordance with the requirements of the General Data Protection Regulation Act (GDPR) 2018.

Code of Behaviour – For all Volunteers and Staff

Volunteers and Staff must respect a vulnerable adult's rights to privacy and encourage them to feel comfortable enough to report attitudes and behaviour they do not like.

Our Volunteers and Staff are expected to act with discretion with regards to their personal relationships. They should ensure their personal relationships do not affect their professional role within the organisation.

- **All Volunteers and Staff should familiarise themselves with the contact details of the person designated by the Board to receive and to activate such reports ('The designated person')**
- If Designated Group Volunteers or Staff finds themselves the subject of an inappropriate affection or attention from a vulnerable adult, they should make others aware of this.
- If Designated Group Volunteers or Staff have any concerns relating to the welfare of a vulnerable adult, be it concerns about actions or behaviour of another Volunteer, Staff member or associate or concerns based on any conversations with the vulnerable adult, particularly if an allegation is made, they should report this to the **designated person** immediately.

In circumstances where it is not possible or inappropriate to raise the issue with the designated person, matters should be referred to the Chairperson of the Board of Trustees.

All allegations of abuse or harm will be treated seriously and consistently. This may lead to the investigation of a possible criminal offence by the police, involvement of an appropriate social care worker or an investigation of our provision and consideration of disciplinary action of Volunteers and Staff.

Our commitment to reviewing our safeguarding practices

We will work in partnership with local safeguarding partnerships and committees, to include the Safeguarding Adults Boards, to seek guidance on developing our safeguarding practices and dealing with allegations of harm which may have occurred at home or in situations outside of our remit.

All policies and practices are reviewed annually to ensure that we have sound systems in place to minimise abuse of vulnerable adults and to act where abuse is suspected.

This guidance will be reviewed annually as part of our routine of quality policies and procedures.

Primary responsibility in our organisation lies with the designated person, to whom requests for additional information may be made.

Definitions of abuse

Physical abuse

This may include 'hitting, slapping and pushing, kicking, misuse of medication, restraint or inappropriate sanction'.

Some of the recognised signs of physical abuse are:

- Unexplained burns
- Scratches
- Bruising and abrasions
- Drowsiness from misuse of medication; and
- Anxiety in the presence of an abuser.

Sexual Abuse

This may include 'rape and sexual assault or sexual acts to which the vulnerable adult has not consented, or could not consent or was presumed into consenting'.

Some of the recognised signs of sexual abuse are:

- Changes in behaviour
- Bruising
- Sexually transmitted diseases; and
- Sexualised behaviour.

Psychological/emotional abuse

There is a strong similarity between the descriptions of these. Emotional abuse is generally described as an element of psychological abuse. Psychological abuse may include emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal of services or supportive networks.

Some of the recognised signs of psychological/emotional abuse are:

- Fear
- Passivity
- Confusion
- Apathy
- Lack of eye contact
- Low self-esteem
- Disturbed sleep patterns; and
- Reluctance to talk openly.

Finance or Material Abuse

This may include theft, exploitation or the misuse or misappropriation of property, possessions or benefits. This would include 'Mate Crime'.

Some of the recognised signs of financial or material abuse are:

- Loss of jewellery and personal property

- Lack of money to purchase basic items
- A bill not being paid when money is entrusted to a third party
- Inadequate clothing
- Unexplained withdrawal of cash; and
- Loss of money from a wallet or purse.

Neglect and acts of omission

This may include 'ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate heating and nutrition'.

Some of the recognised signs of neglect or acts of omission are:

- Dehydration
- Infections
- Malnutrition; and
- Hypothermia.

Discriminatory Abuse

This may include abuse, bullying and harassment based on an individual's age, sex, disability, religion, race or ethnicity or sexual orientation.

Some of the recognised signs of discriminatory abuse might be very similar to psychological and emotional abuse. Although all these forms of abuse are better analysed and documented not all have been fully recognised by education and training provision in the past. These guidelines recognise that education and training providers should formally recognise all six areas of abuse as identified by the Department of Health (2000)

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Approved: 25.01.23
Review Date: 25.01.24