

Watercolour Community Space (WCS)

Safeguard Policy - Adults

Date	Policy Name	Version Number	Update
01/04/2024	WCS-SAFEA-001	1.0	Live Version

This Policy will be reviewed on an annual basis.

Next review date – April 2025

Watercolour Community Space (WCS) is committed to ensuring that vulnerable adults accessing WCS services and facilities, whether they are Colleagues (employees, volunteers, trustees, secondees and students) or users of the facility, are welcomed, protected from harm and encouraged to reach their potential.

WCS will appoint a designated Trustee to be the organisation's Designated Safeguarding Lead (DSL).

Scope

This policy sets out the responsibilities and the procedures to be followed in the event of a concern about the safety of a vulnerable adult.

WCS Trustees and Colleagues accept their responsibilities to develop awareness of issues that may cause harm to vulnerable adults and to support the development of Colleagues to promote a safe environment.

WCS will ensure that any new activities it plans to undertake with vulnerable adults are risk assessed and, where necessary, additional measures are put in place to safeguard those participating.

The principal pieces of legislation and policy governing this policy are:

- The Care Act 2014
- Surrey's Adult Safeguarding Policy and Procedures May 2022
- The Rehabilitation of Offenders Act 1974
- NHS and Community Care Act 1990
- Mental Health Act 1983
- Mental Capacity Act 2005
- Safeguarding Vulnerable Groups Act 2006

Identifying people with care and support needs

We accept the definition of an adult with care and support needs as expressed in Surrey's Adult Safeguarding Policy and Procedures 2022, as follows:

The meaning of "care and support needs"

“The Care Act says adult safeguarding duties apply to adults with care and support needs, but does not define what it means by these. Guidance from the Social Care Institute of Excellence (SCIE) can help address this, as can the regulations that accompany the Act.

Social Care Institute for Excellence (SCIE) guidance

In its “Adult safeguarding practice questions” (March 2015) SCIE wrote “An adult with care and support needs” may be:

- An older person
- A person with a physical disability, a learning difficulty, or a sensory impairment
- Someone with mental health needs, including dementia or a personality disorder
- A person with a long-term health condition
- Someone who misuses substances or alcohol to the extent that it affects their ability to manage day-to-day living.

This is not an exhaustive list. There may be times when a person has care and support needs and is unable to protect themselves for a short, temporary period – for example, when they are in hospital under anaesthetic.”

Definitions of Abuse

Abuse can take many forms and can include:

- Physical abuse
- Sexual abuse
- Psychological /emotional abuse
- Financial or material abuse
- Neglect or acts of omission
- Discriminatory abuse

Some symptoms of abuse may be very subtle, Colleagues are not expected to be experts, but are expected to report and record any concerns they have that a Facility user may be subject to any of the forms of abuse mentioned above.

Allegations of Abuse

In all matters regarding vulnerable adults, WCS acknowledges that the law and Surrey’s Adult Safeguarding Policy and Procedures 2022, are to be followed at all times and that this Policy merely sets out WCS’s responsibilities under existing law/local policy. It is not the role of this organisation to decide whether abuse has taken place, only to report allegations to the local safeguarding adult’s team or to the police.

All Colleagues will:

- Confirm adherence to this policy
- Know the name of the designated person and how to contact them
- Report any concerns they have about the welfare of any vulnerable person using the Facility
- Report any concerns they have about inappropriate affection or attention from a vulnerable adult
- Maintain appropriate, professional relationships with all people using the Facility
- Be recruited in line with WCS agreed procedures (eg references will be sought) and be subject to a DBS check if their work involves frequent access to vulnerable people in regulated activities (which includes training or instruction)

Action to be taken

If any Colleague has any reason to be concerned about potential abuse of a vulnerable adult they will:

- Record any incidents, including details of the time and place they took place
- Report the incident to a Trustee or designated person as soon as possible
- If, for any reason, none of these people can be contacted staff will speak directly the police (Emergency 999, non-emergency 101) or the Surrey County Council Multi-Agency Safeguarding Hub (MASH) (0300 470 9100) and record their concerns
- The person or organisation that takes the report (ie the Police or SCC) will determine the way forward and will inform the person making the report of what feedback they should expect.

At all points in any concern about the safety of a vulnerable adult, Colleagues should respect the confidentiality of the person/people involved. Colleagues should not ask any leading questions or seek to investigate any allegations. Colleagues should not speak to anyone other than the Trustee or designated person or those appointed to investigate the allegation about any aspect of any concern raised. WCS will ensure that the Colleague reporting any allegation will receive suitable emotional support.

Resources

Colleagues will be encouraged to attend the multi-agency training offered by Surrey CC (or an equivalent alternative).