



ENDERBY PARISH COUNCIL

SAFEGUARDING VULNERABLE ADULTS POLICY

Remember

It is not up to you to decide if abuse has taken place.
That is the role of the Police or Leicestershire's Social Care Services
BUT, it is up to you to report ANY concern

Enderby Parish Council has a duty of care to respond to any issues that may be
of concern

SAFEGUARDING VULNERABLE ADULTS POLICY

Enderby Parish Council acknowledges that all adults have the right to live a life free from abuse and exploitation and is committed to upholding that right.

Principle

No one shall be subjected to inhuman or degrading treatment.

Aim of the Policy

The aim of this policy is to outline the practice and procedures for Councillors, employees of Enderby Parish Council and volunteers to contribute to the prevention of abuse of vulnerable adults through raising awareness and providing a clear framework for action when abuse is suspected. It is aimed at protecting the vulnerable adult and the Councillor, employee or volunteer, recognising the risks involved in lone working. The policy covers all areas of the Council's work.

Who is a Vulnerable Adult?

A vulnerable adult is any person aged 18 years or over who is, or may be, unable to take care of him or herself or who is unable to protect him or herself against significant harm or exploitation. This may be because he or she has a learning disability, a mental health problem, (including an addiction to alcohol or drugs), a disability, a sensory impairment, is old and frail, or has some form of illness.

All adults, irrespective of age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual orientation, have the right to be protected from abuse.

Training

Enderby Parish Council (including the Enderby Library Volunteer Recruitment Panel) will, by recruiting, training and supporting Councillors, staff and volunteers safeguard and protect vulnerable adults from abuse and minimise any risk to themselves.

Vulnerable Adult Rights

The rights of vulnerable adults to live a life free from neglect, exploitation and abuse are protected by the Human Rights Act 1998. Specifically, a vulnerable adult's right to life is protected (under Article 2); their right to be protected from inhuman and degrading treatment (under Article 3); and their right to liberty and security (under Article 5).

Values and Principles

Access to information and knowledge: All vulnerable adults will have access to information that they can understand to make an informed choice, including access to expert knowledge and advocacy, as required;

Choice: All vulnerable adults will have the opportunity to select independently from a range of options based on clear and accurate information;

Confidentiality: Information about vulnerable adults will be managed appropriately and there will be a clear understanding of confidentiality;

Consent: All vulnerable adults have the right to be supported to make their own decisions and to give or withhold their consent to an activity or service. Consent is a clear indication of a willingness to

participate in an activity or to accept a service. It may be signaled verbally, by gesture, by willing participation or in writing. No one can give, or withhold, consent on behalf of another adult unless special provision for particular purposes has been made for this, usually by law;

Dignity and respect: All vulnerable adults will be accorded the same respect and dignity as any other adult, by recognising their uniqueness and personal needs;

Equality and diversity: All vulnerable adults will be treated equally and their background and culture will be valued and respected;

Fulfillment: All vulnerable adults will be invited to engage in activities and offered services that enable them to fulfill their ability and potential;

Independence: All vulnerable adults will have as much control as possible over their lives whilst being safeguarded against unreasonable risks;

Privacy: All vulnerable adults will be free from unnecessary intrusion into their affairs; and there will be a balance between the individual's own safety and the safety of others;

Safety: All vulnerable adults will feel safe, without fear of violence, neglect or abuse in any form;

Support: All vulnerable adults will be supported to report any form of abuse and to receive appropriate support.

Categories of abuse

Abuse is the harming of another individual usually by someone who is in a position of power, trust or authority over that individual.

- Physical abuse, including hitting, slapping, pushing, kicking, restraint, or inappropriate sanctions;
- Sexual abuse, including rape and sexual assault or sexual acts to which the vulnerable adult has not consented, or could not consent or was pressured into consenting;
- Psychological abuse, including emotional abuse, threats of harm, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse or isolation;
- Financial or material abuse, including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits;
- Neglect and acts of omission, including ignoring medical or physical care needs;
- Discriminatory abuse, including racist, sexist, that based on a person's disability, and other forms of harassment, slurs or similar treatment.

Action on Disclosure of Abuse

Whilst it may be hard to report a concern about a colleague, the safety and protection of a vulnerable person is paramount. At all times, urgent action must be taken.

A Councillor, staff member or volunteer who comes across a case of suspected abuse must report it to the Designated Safeguarding Officer (the Clerk to the Council).

It is not the responsibility of the person reporting the incident to decide whether or not abuse has occurred but it *is* that person's responsibility to report their concerns.

The Designated Safeguarding Officer will determine any action or referral necessary to the relevant authority e.g. the police or social care services without delay.

In the case of an allegation being made about the Designated Safeguarding Officer, concerns should be reported to the Assistant Clerk to the Council for further action. Where an incident involves an elected member, it should be reported to the Monitoring Officer, Blaby District Council.

It is important that written records of any incidents or concerns must be made as soon as possible, including and a record of conversations with the vulnerable person. Concerns about a vulnerable adult's welfare must always be recorded in writing, whether or not further action is taken

Full written records will be maintained of all disclosures and actions following disclosure of any incident.

At the close of discussion, there must be clear and explicit recorded agreement about who will be taking what action, or that no further action will be taken.

Action will be taken having regard to Enderby Parish Council Policies:-

- Equality & Inclusion Policy
- Code of Conduct
- Children & Young People's Safeguarding Policy & Procedures
- Disciplinary & Grievance Policy
- Health & Safety Policy
- Complaint's Procedure
- Enderby Library Volunteer Management & Supervision Policy

Vulnerable Adult Safeguarding Incident Reporting Form

All Information will be treated in strict confidence

Date:	Time:	Venue:
Your Name:		
Your Position:		
Name of Vulnerable Adult:		
Adult's Address:		
Tel.No:		
Gender M / F	Age:	Religious & Ethnic background:
Name, Address and telephone number of Next of Kin or Carer (if known and if applicable):		
Any identified Disability or Special Factors		
Are you reporting your own concerns or passing on those of someone else?		
Brief description of what prompted the concerns (include dates, times etc. of specific incidents		

Vulnerable Adult Safeguarding Designated Safeguarding Officer's Incident Reporting Form

All Information will be treated in strict confidence

Date:	Time:	Venue:
Your Name:		
Your Position: Designated Safeguarding Officer		
Name of Vulnerable Adult:		
Adult's Address:		
Tel.No:		
Gender M / F	Age:	Religious & Ethnic background:
Who has been spoken to regarding this incident(s)?		
Report of this discussion(s):		
External agencies contacted (date, time, contact details of individual):		
Police Y/N		
Social Services Y / N		
Date :		
Signature:		