



Safeguarding Adults.

POLICY:	SAFEGUARDING ADULTS
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DATE:	October 2021
REVIEW DATE:	October 2022

1.0 Introduction

A vulnerable adult is a person over the age of eighteen who may not be able to protect themselves against significant harm or exploitation and this may be due to age, illness or lifestyle. Vulnerable adults are at risk of a variety of forms of abuse and neglect, a majority of which goes unreported. They may have difficulties in expressing feelings or making their wishes known, making them more susceptible to abuse.

2.0 Statement of Commitment

BBS will adopt the multi-agency procedures and guidance relating to the Safeguarding of Adults set forth in the 'Safeguarding Adults, Bury's Multi-Agency Safeguarding Adults Policy and Procedure' and agree to the following principles:

- Everyone has the right to live their life free from violence, fear and abuse
- All adults have the right to be protected from harm and exploitation
- All adults have the right to self-determination, which involves a degree of risk

Following this Policy and its Procedures, all staff are advised to read the Policy, provided through Bury Safeguarding Adult Partnership by Bury Adult Care Services, which covers the following in more depth:

- Overarching Multi-Agency Policy
- Definitions of Abuse and Vulnerability and When to Intervene
- Forms of abuse and signs that this may be happening
- The Legal Framework
- Stage One: Alert, Decision to Proceed, Safeguarding Strategy
- Stage Two: Safeguarding Adult Investigation
- Stage Three: Outcome of Investigation/Safeguarding Planning
- Stage Four: Safeguarding Review
- Institutional Abuse; Abuse by a Staff Member, Volunteer, or person in a Position of Trust; POVA; and Serious Case Reviews
- Record Keeping, Monitoring and Information Sharing

- Capacity & Consent
- Proformas and Processes

3.0 In Brief: What is Abuse

Abuse can take many forms:

- **Physical Abuse** - hitting, punching, kicking, slapping;
- **Sexual Abuse** - kissing, unwanted touching, carrying out sexual acts;
- **Psychological Abuse** - intimidation, isolation, humiliation, harassment or coercion;
- **Financial Abuse** - theft, fraud, misuse of money by someone who is trusted;
- **Neglect** - the needs of a dependent person are not met;
- **Discriminatory Abuse** – harassment, name calling, breaches in civil liberties;
- **Institutional Abuse** – anyone or combination of the above, can involve more than one abuser.

4.0 Safeguarding Procedure

A member of staff may be concerned about an adult because of what they have seen, heard or been told. If this is the case, the concern must be discussed with your Direct Line Manager or Jill Logan, the Chief Officer immediately. Do not voice your concerns with the individual concerned. Upon review with the Chief Officer, if the matter needs to be taken further, the Society will follow Bury Council's Safeguarding procedures, as detailed on their web site. In the case of a volunteer being concerned, the same procedure should be followed by reporting the matter to a member of staff or Jill Logan, the Chief Officer.

In the event of the Chief Officer, Jill Logan, being unavailable, contact the Customer Care Centre on 0161 253 5151 in office hours, or the Emergency Duty Team out of hours on 0161 253 6606.

5.0 Communication and Awareness

5.1 BBS will ensure that Trustees, staff, volunteers and service

Users are aware of this policy and are encouraged to play their part in promoting a safe environment.

This will happen through:

- Coverage of the policy in induction;

- Ensuring all staff have knowledge and understanding of Safeguarding issues and receive appropriate training.