



Arun Sunshine Group

For Adults With A Learning Difficulty



Charity Reg: 1114803

Safeguarding Vulnerable Adults - Policy

Document Version Number	1
Approved by Board of Trustees on:	June 2022
Review Schedule	Every three years
Next review due	June 2027
Owner (Responsibility)	Gary McHardy – Chair of Trustees
Pass amendments to:	Kim Graysmark - Project Leader

POLICY

Arun Sunshine Group has adopted the Sussex Multi-Agency Policy and Procedures for Safeguarding Vulnerable Adults, Edition 4, May 2019 (pdf copy available from the Project Leader). We will ensure that our practices are in line with this policy and will work with colleagues in other agencies to identify and respond to abuse and to seek to prevent it from happening in the first place.

Implementation & Quality Assurance

Implementation is immediate and this Policy shall stay in force until any alterations are formally agreed.

The Policy will be reviewed every three years by the Board of Trustees, sooner if legislation, best practice, or other circumstances indicate this is necessary.

All aspects of this Policy shall be open to review at any time. If you have any comments or suggestions on the content of this policy, please contact: Gary McHardy gazzamac@aol.com
Mob: 07944 527886 or Registered Office, 2 Beechlands Cottages, Beechland Close, East Preston, West Sussex, BN16 1JT



Arun Sunshine Group

For Adults With A Learning Difficulty



Charity Reg: 1114803

Protecting/Safeguarding Vulnerable Adult - Policy

Statement

Arun Sunshine Group (ASG) believes that all people are entitled to a life without exploitation or abuse.

The aim of this policy and guidelines is to ensure that all Arun Sunshine Group staff and volunteers are aware of:

- types of abuse
- possible indicators of abuse
- procedures that should be followed if abuse is suspected

Arun Sunshine Group is aware that abuse occurs in all aspects of society and believes there should be no discrimination because of assumptions about class, gender, sexual identity, race, and culture.

Policy:

Arun Sunshine Group expects all its paid staff and volunteers to:

- be alert to the possibility of abuse
 - respond appropriately to suspicions and allegations
 - follow the guidelines laid out in this document
 - take advantage of appropriate opportunities for training
-
- We will respect the position of any person giving information about alleged abuse and recognise that by reporting abuse, you may feel you are betraying someone, maybe even a colleague or a friend, but you will be supported by the Arun Sunshine Group Chair of the Board Trustees in this process.
 - Any source of information will be taken seriously and acted upon.
 - A master copy of this document will be kept on file and discussion of the issues raised will form part of the induction process.
 - The Chair and Trustees will be provided with a copy of this document and discussion of issues raised will form part of their induction.



Arun Sunshine Group

For Adults With A Learning Difficulty



Charity Reg: 1114803

- Staff and Volunteers will be given basic awareness training as part of their induction. They will be informed of any other relevant training opportunities and will be supported to attend these whenever possible.

This document should be read in conjunction with Sussex Multi-Agency Policy and Procedures for Safeguarding Vulnerable Adults, a copy of which can be made available by the Project Leader.

Definitions and background

A vulnerable adult is a person over 18 who is or may be in need of community care services by reason of mental or other disability, age, or illness; and who is or may be unable to take care of him or herself against harm or exploitation.

Vulnerable adults may:

- be physically or mentally frail
- suffer from mental illness, including dementia
- have a physical or sensory disability
- have learning difficulties
- have a severe physical illness
- acquired brain injury

Abuse is a violation of an individual's human and civil rights by another person. It may be a single act or a series of acts. It may include physical, verbal, psychological, financial, or material, neglect or act of omission, discriminatory.

Guidelines

How to recognise possible abuse

There are various indicators of abuse which should be seen as reasons to be alert to the possibility of abuse and not proof in themselves that abuse has taken place.

There is greater cause for concern when:

- a cluster of indicators appears
- there is repetition of signs
- there is a significant change in the vulnerable adult's behaviour or presentation



Arun Sunshine Group

For Adults With A Learning Difficulty



Charity Reg: 1114803

What to do if you suspect abuse

You should report your concerns as soon as possible to the Project Leader or the Chair of the Board of Trustees, irrespective of the type or seriousness of the suspected abuse. If in doubt the following reporting procedures should be followed.

- Immediately if you think the vulnerable person is at risk of serious physical harm or a serious criminal act has taken place.
- Within 24 hours if it relates to a specific incident which is or may still be going on or may happen again e.g. fraud, neglect.
- Within 7 days if it is a more general concern which does not indicate immediate harm.

Staff members should initially discuss their concerns with the Chair of the Board of Trustees. Volunteers should initially discuss their concerns with the Project Leader; if she or he is not available the Chair of the Board of Trustees should be approached.

If you suspect your Project Leader or any other Staff member to be implicated in the abuse or believe he/she has not responded adequately to your concerns, you should contact the Chair of the Board of Trustees or make a direct referral to the West Sussex Adult Services on 01243 642121

A 999 call should only be made where there is an element of urgency involving incidents or threats of physical assault or violence.

What will happen next?

The Project Leader/Chair will fully discuss your concerns with you and will arrange for the appropriate person in Adult Social Care department to be informed. It will be this person's responsibility to take the matter forward as described in Sussex Multi-Agency Policy and Procedures for Safeguarding Vulnerable Adults.

You will need to make a first-hand written record of the events leading up to reporting your concerns.

The Project Leader/Chair will record details of the discussion and action taken and agreed.

Further details on the accurate recording of essential details can be found in Sussex Multi-Agency Policy and Procedures for Safeguarding Vulnerable Adults.

As far as possible, you will be kept informed about developments but there may be considerations of confidentiality that mean that this is not possible.



Arun Sunshine Group

For Adults With A Learning Difficulty



Charity Reg: 1114803

Appendix A

Revision History

Revision date	Summary of Changes	Other Comments
June 2022	Approved by Board of Trustees	Next review due June 2024
May 2024		Next review due June 2027

Further support & details can be found in Sussex Multi-Agency Policy and Procedures for Safeguarding Vulnerable Adults