

Young & Inspired

Safeguarding Vulnerable Adults Policy

Reviewed on: 01/01/2025

Next review date: 01/01/2026

Signed:



Kaila Chava Klein

Position: Chair of Trustees

Date: 01/01/2025

1) Policy Statement

The policy exists to ensure that Young & Inspired implements appropriate arrangements, systems and procedures to ensure that the organisation has the right skills, means and resources to protect adults.

YOUNG & INSPIRED recognises that a Vulnerable Adult is an Adult who is at risk of abuse and unable to protect him or herself against significant harm or exploitation.

YOUNG & INSPIRED recognises that some members of our community are potentially more vulnerable and that we have a general duty to protect and support vulnerable people in the community.

These include:

- Adults with physical or learning disabilities or mental health problems;
- Adults with hearing or visual disabilities;
- Adults at risk of self-harm or harming others;
- Older people;
- Adults with drug or alcohol problems;
- Adults at risk of cyber bullying or digital technology misuse;
- Vulnerable adults who are unable to manage their lives without some intervention.

We also recognise that care leavers may be vulnerable adults and may need support during the transition from children's to adult's services and beyond.

2) What is Adult Safeguarding and Why Does it Matter

“Safeguarding means protecting an adult’s right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult’s wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action. This must recognise that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances.

Organisations should always promote the adult’s wellbeing in their safeguarding arrangements. People have complex lives and being safe is only one of the things they want for themselves. Professionals should work with the adult to establish what being safe means to them and how that can be best achieved. Professionals and other staff should not be advocating “safety” measures that do not take account of individual well-being, as defined in Section 1 of the Care Act” (Care and Support Statutory Guidance, 2014).

Vulnerable adults may be involved with YOUNG & INSPIRED, either as staff, volunteers or end service users. In promoting this policy, YOUNG & INSPIRED is keen to take reasonable steps to:

- Stop abuse or neglect wherever possible;
- prevent harm and reduce the risk of abuse or neglect to adults with care and support needs;
- address what has caused the abuse or neglect;

- Provide a welcoming, secure and comfortable environment for the benefit of vulnerable people;
- Promote an approach that concentrates on improving life for the adults concerned;
- Keep vulnerable adults who have contact with YOUNG & INSPIRED staff or volunteers safe from harm;
- Support and protect the interests of staff and volunteers who have contact with, or access to adults who may be vulnerable;
- Safeguard vulnerable adults in a way that supports them in making choices and having control about how they want to live;
- provide information and support in accessible ways to help staff and volunteers understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or well-being of an adult;
- Comply with relevant statutory requirements;

3) Definition of a Vulnerable Adult

The “Care and Support Statutory Guidance” (Department of Health, 2014) explains that safeguarding duties apply to an adult who: a Vulnerable Adult as:

“Has needs for care and support (whether or not the local authority is meeting any of those needs) and; is experiencing, or at risk of, abuse or neglect; and as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.”

4) Definition of Abuse

Unfortunately, there are many forms of abuse that vulnerable adults may suffer.

The types of abuse are:

- **Physical abuse including:** Bodily assaults resulting in injuries e.g. hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate physical sanctions; Medical/healthcare maltreatment.
- **Domestic Violence:** Including psychological, physical, sexual, financial, emotional abuse; so called ‘honour’ based violence.
- **Sexual abuse including:** Rape, incest, indecent exposure, sexual assault; sexual harassment or sexual acts to which the vulnerable adult has not consented, or could not consent or was pressured into consenting; inappropriate looking or touching, sexual teasing or innuendo, sexual photography; sexual abuse might also include exposure to pornographic materials, being made to witness sexual acts and encompasses sexual harassment and non-contact abuse
- **Psychological/emotional including:** Threats of harm or abandonment, controlling, intimidation, blaming coercion and harassment, verbal abuse, deprivation of contact, enforced isolation or unreasonable and unjustified withdrawal from services or supportive networks; humiliation; bullying including cyberbullying, shouting, and swearing.
- **Neglect and acts of omission including:** Ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, social care or educational services; withholding of the necessities of life, such as medication, adequate nutrition and heating.

- **Financial or material including:** Theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- **Discrimination Including:** Forms of harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.
- **Modern slavery:** Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
- **Organisational abuse including:** Neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice because of the structure, policies, processes and practices within an organisation.
- **Self-neglect:** This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

This list is not exhaustive and safeguarding action may be needed for any other issue which may arise and pose a threat to vulnerable adults, their families, friends or the general public.

Incidents of abuse may be one-off or multiple, and affect one person or more. Our staff and volunteers will look beyond single incidents or individuals to identify patterns of harm. Repeated instances of poor care may be an indication of more serious problems and of what we now describe as organisational abuse. In order to see these patterns it is important that information is recorded and appropriately shared.

Patterns of abuse vary and include:

- serial abusing in which the perpetrator seeks out and 'grooms' individuals. Sexual abuse sometimes falls into this pattern as do some forms of financial abuse;
- long-term abuse in the context of an ongoing family relationship such as domestic violence between spouses or generations or persistent psychological abuse; or
- opportunistic abuse such as theft occurring because money or jewellery has been left lying around.

5) What to look out for

A vulnerable adult may present with multiple bruising or finger marks, have injuries they cannot give a good reason for, show health deterioration for no apparent reason, have sudden weight loss/gain, be withdrawn or display mood changes, be inappropriately or inadequately clothed. They may also be unwilling to be alone with a particular carer or person, have an unexplained shortage of money, be violent or use prejudiced language or behaviour, and they might be bullied or harassed.

6) What you should do

Ensure safe environments through fully inclusive and integrated practices. Act if you suspect a vulnerable person is being abused. Early sharing of information is the key to providing an effective response where there are emerging concerns. Talk to the person, listen carefully but let them know you have to report this information. Telephone one of the contact numbers below – even if you are not sure. **Do not ignore or promise to keep it secret or put it off.**

7) Promoting Adult Safeguarding within YOUNG & INSPIRED

7.1 The following six principles inform the ways in which our staff and volunteers work with vulnerable adults (Care and Support Statutory Guidance, 2014). They underpin all adult safeguarding work:

- 7.1.1 Empowerment** – People being supported and encouraged to make their own decisions and informed consent.
- 7.1.2 Prevention** – It is better to take action before harm occurs.
- 7.1.3 Proportionality** – The least intrusive response appropriate to the risk presented.
- 7.1.4 Protection** – Support and representation for those in greatest need.
- 7.1.5 Partnership** – Local solutions through services working with the community. The wider community has a part to play in preventing, detecting and reporting neglect and abuse.
- 7.1.6 Accountability** – Accountability and transparency in delivering safeguarding.

7.2 Safe Recruitment & Selection

Our policies and procedures which cover all potential Trustees, paid staff and volunteers ensure that all potential new staff, volunteers and trustees;

- **Complete an application form or a letter of application.** This includes: address, evidence of relevant qualifications, paid work and voluntary work experience and all criminal convictions.
- **Provide two pieces of identification which confirm both identity and address.**
- **Undergo an interview** (formal or informal) involving at least two interviewers.
- **Provide at least two references** which are followed up before a post is offered. One reference should be from the last employer or an organization that has knowledge of the applicant's work.
- If undertaking a regulatory activity Consent to a **Disclosure and Barring Service check** (formally CRB check) and to sign up to the update service and agree to YOUNG & INSPIRED requesting an annual update.

YOUNG & INSPIRED

- Understands that a person who is barred from working with children or vulnerable adults is breaking the law if they work or volunteer, or try to work or volunteer with these groups.
- Understands that an organisation which knowingly employs someone who is barred to work with those groups will also be breaking the law.
- Understands that if our organisation or any partners dismiss a member of staff or volunteer because they have harmed a child or vulnerable adult, or would have done so if they had not left, we must make referral to the Disclosure and Barring Service.
[About - Disclosure and Barring Service - Inside Government - GOV.UK](#)

7.3 Management & Support of Paid Staff & Volunteers

YOUNG & INSPIRED has the following items in place for managing their staff and volunteers:

- Staff and volunteers are provided with a job description (paid staff) or a role profile (volunteers) outlining their main responsibilities. This includes a requirement to comply with the Safeguarding Policy and Procedures and Code of Conduct.
- Safeguarding information will be shared with all paid staff and volunteers during the induction period alongside the organisation's other policies and procedures.
- All paid staff and volunteers are given regular supervision or support sessions.
- Trustees, paid staff and volunteers attend regular ongoing safeguarding training where relevant to their role.

7.5 Training

YOUNG & INSPIRED will promote a culture of awareness around safeguarding vulnerable adults and related issues, to its Trustees, Staff, Volunteers, broader membership and services users.

Trustees, Staff and Volunteers will be offered Adult Safeguarding training where appropriate to their role.

YOUNG & INSPIRED will also ensure that there is awareness within their staff team of issues that impact on Adult Safeguarding including:

- Links to Child Protection and Safeguarding
- Domestic Abuse
- Institutional Abuse
- Honor Based Violence and Forced Marriage
- Adult Exploitation- Slavery Trafficking

8) Reporting procedures

The following procedure refers to abuse or suspicion of abuse of a vulnerable adult that staff and volunteers become aware of during their work with YOUNG & INSPIRED. Any member of staff or volunteer who becomes aware that a vulnerable adult is, or is at risk of, being abused should raise the matter immediately with their supervisor /or with the designated safeguarding lead. A decision will need to be made in regard to whether the person is a vulnerable adult and whether they are at risk of abuse/experiencing abuse. If it is a case of abuse towards a vulnerable adult, a decision will be made about what action will need to be taken and how to inform the (vulnerable) adult.

YOUNG & INSPIRED will

- Inform the adult of the action we propose to take.
- Seek their agreement for any referral.
- Ensure that they are kept informed about what will happen next, so they can be reassured about what to expect.
- Endeavour to ensure that they are safe and supported before proceeding with any other action.
- Inform the adult if Interlink is planning to seek advice from or report concerns to an external agency.

In most situations, there will not be an immediate threat and the decision about protecting the vulnerable person will be taken in consultation with themselves and/or Social Services.

- **Safeguarding Adults Team: 020 8356 5782**
adultprotection@hackney.gov.uk
From 9.00am to 5.00pm from Monday to Friday
Out of hours service for urgent concerns
Telephone: 020 8356 2300

- adultprotection@hackney.gov.uk

re some cases that require an urgent response

- If you suspect a serious criminal act has taken place, telephone 999. Tell them if you think it might be adult abuse.
- If the individual is injured seek immediate medical treatment. Tell the ambulance personnel or A&E staff that this is a potential adult abuse situation.

9) Recording

A written record must be kept pertaining to any concern regarding a vulnerable adult. This must include details of the person involved, the nature of the concern and the actions taken.

The recordings must be signed and dated. All records must be securely and confidentially filed.

10) Designated Safeguarding Leads

Name	Contact Details
Lead: Kaila C Klein	07368247239, kaila@youngandinspired.org.uk