

SAFEGUARDING POLICY FOR THE CEDAR COMMUNITY CLUB

The Care Act 2014 sets out that adult safeguarding duties apply to *any* adult who:

- has care and support needs, and
- is experiencing, or is at risk of, abuse and neglect, and
- is unable to protect themselves from either the risk of, or the experience of abuse or neglect, because of those needs.

This policy is applicable to all members, volunteers and employees of The Cedar Community Club, irrespective of grade, experience and role. This policy applies to all contractual staff, trustees and volunteers and does not discriminate at any level.

Abuse may take the form of:

Physical abuse – including hitting, slapping, pushing, kicking, misuse of medication, misuse of restraint or inappropriate sanctions, unsafe practice including misuse of lifting and handling equipment.

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 or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

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, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life such as medication, adequate nutrition and heating.

Discriminatory abuse – including racist or sexist remarks or comments based on a person's impairment, disability, age or illness and other forms of harassment, slurs or similar treatment. This may also include isolation or withdrawal from religious or cultural activity, services or supportive networks.

Institutional abuse – involves the collective failure of an organisation to provide an appropriate and professional service to vulnerable people. It can be seen or detected in processes, attitudes and behaviour that amount to discrimination through unwitting prejudice, ignorance, thoughtlessness and stereotyping. It includes a failure to ensure the necessary safeguards are in place to protect vulnerable adults and maintain good standards of care in accordance with individual needs, including training of staff, supervision and management, record keeping and liaising with other providers of care.

The Trustees will ensure the following actions are implemented to protect the wellbeing of vulnerable adults. Trustees, Staff and Volunteers will:

Be fully conversant with and implement the Oxfordshire Safeguarding Adults Board adult protection/safeguarding adults procedures.

Not condone any actions which may give rise to, or allow to continue unchecked, the abuse, mistreatment or exploitation of members of the club, or other vulnerable people.

At all times act in such a way that is respectful to the club members and at no time act so as to cause harm or distress to a vulnerable person.

Ensure that all the Trustees, Staff and Volunteers' knowledge of abuse of vulnerable adults is updated as appropriate, e.g. new legislation, County Council policies etc.

Ensure that the care plan includes an assessment of the vulnerability of each club member.

Ensure that the Trustees, Staff and Volunteers report to the designated person of the club any concerns that may arise during the course of the provision of the service or at any other time that a member of the club or other vulnerable person may have been the victim of abuse or is at risk or in distress.

Investigate any concern amounting to possible abuse, mistreatment or exploitation of club members or other vulnerable people by a Trustee, member of Staff or Volunteer.

Ensure that the Trustee, member of Staff or Volunteer who is subject of such an investigation will be removed from any work involving contact with club members or suspended from work, subject to the outcome of the investigation. This action is taken to protect the person from further allegations, protect club members from risk or coercion or intimidation and to facilitate the process of completing the investigation as quickly as possible. This course of action is in no way a comment on the truth or otherwise of concerns expressed.

Ensure that any member of Staff or Volunteer found to be in breach of this policy as a result of an investigation will be subject to disciplinary action, in accordance with the club's policies and procedures. If a Trustee is found to be in breach of this policy as a result of the investigation, that person will be required to resign their Trusteeship.

Ensure that where, following an investigation, the club is of the view that the individual has been guilty of misconduct which harmed or placed at risk of harm a vulnerable adult, where appropriate it will make a referral to the individual's professional body.

Ensure that any member of Staff or Volunteer found or reasonably believed to have expressed concerns maliciously, will be subject to disciplinary action in accordance with the club's policy and procedures. A Trustee found or reasonably believed to have expressed concern maliciously will be expected to resign their Trusteeship.

Promote the wellbeing, security and safety of vulnerable people consistent with their rights, capacity and personal responsibility and prevent abuse occurring whenever possible.

Co-operate fully with the Police and Oxfordshire Social and Community Services in accordance with Oxfordshire Safeguarding Adults Board procedures.

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