

## **Safeguarding Adults at Risk Policy**

### **1.0 SCOPE**

1.1 This policy and accompanying procedure outline CLAPA's approach to safeguarding adults at risk, aged 18 and over. The intended outcome of this set of documents is to safeguard and promote the welfare of adults at risk at all times whilst receiving CLAPA's services or being otherwise involved in the work of CLAPA.

1.2 This policy will be read in conjunction with:

- local authority safeguarding adults at risk or vulnerable adults policy requirements where a service is provided in a specific geographical area
- CLAPA safeguarding adults at risk procedures and protocols relating to specific aspects of our work.

1.3 This policy applies to all paid workers, volunteers (including trustees) and anyone working for CLAPA in any capacity. Collectively, these people are referred to throughout the policy as 'workers'. All workers will be made aware of their responsibilities under the policy appropriate to their role.

### **2.0 POLICY STATEMENT**

CLAPA's work with and for adults at risk, operates within the law (see appendix).

2.1 CLAPA recognises that:

- it is the human right of all adults to live a life that is free from abuse and neglect
- adults at risk are at risk from various forms of abuse
- abuse may be committed by anyone, including those who are in a trusting relationship with an adult at risk
- there is a duty to do everything possible to prevent, report and tackle abuse wherever it is found.

2.2 CLAPA recognises that the organisation, and everyone working for it, has a role to play in protecting and promoting the welfare of adults at risk. In particular, this role relates to:

- adults at risk to whom CLAPA provides services
- adults at risk who are involved in our work
- any other adults at risk with whom CLAPA workers come in to contact through its work.

2.3 Therefore, CLAPA will:

- actively promote the empowerment and well-being of adults at risk through sensitive and responsive service provision

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- ensure that staff are aware of statutory requirements relating to adults at risk and that they act accordingly
- appoint a senior person Designated Safeguarding Adults at risk Officer (DSAO) who is responsible for managing concerns about adults CLAPA comes into contact
- listen to the adults at risk we work with and seek their views, about our work and the services they receive from CLAPA
- work in accordance with local arrangements and systems for safeguarding adults as set out by each of the Local Safeguarding Adults Boards (LSAB) (England& Wales), Adult Protection committees (Scotland), Protection of Vulnerable Adults Designated Officer in the relevant Health Trust Area (Northern Ireland).
- work with other agencies in the statutory, voluntary and independent sectors to promote and protect the welfare of adults at risk and protect them from abuse and neglect
- implement appropriate procedures for the selection, recruitment and vetting of workers in compliance with current legal requirements and good practice
- provide / access / commission training for workers that ensures they are aware of and are suitably equipped to carry out their responsibilities for protecting and promoting the welfare of adults at risk
- ensure that workers have access to appropriate support and supervision following a safeguarding incident
- make checks as appropriate against and referrals to the Disclosure and Barring Service (DBS) (England and Wales), Disclosure Scotland and Access NI (Northern Ireland).

### **3.0 RESPONSIBILITIES OF TRUSTEES**

3.1 Trustees are responsible for ensuring that managers have systems in place to meet the requirements listed below.

- staff liaise with and report to all relevant local authorities
- staff work according to the safeguarding adults at risk policy, procedure and guidance at all times
- new workers are selected, recruited and vetted in compliance with current legal requirements and good practice
- workers receive all necessary supervision and training.

3.2 A suitably experienced named Trustee will take responsibility for leading on and overseeing safeguarding adults at risk issues.

### **4.0 LEARNING AND DEVELOPMENT**

4.1 All workers whose work with CLAPA brings them in to regular contact with adults who could potentially be vulnerable will be provided with training in safeguarding adults at risk, which is appropriate to their role and responsibilities. See accompanying procedure for further details of what could indicate an adult may be vulnerable.

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