

**STEVE BIKO HOUSING ASSOCIATION**

**Vulnerable Adults Safeguarding Policy**

**APPROVED: June 2016**

**DATE FOR REVIEW: June 2017**

**PART A. Vulnerable Adults Safeguarding Policy**

1. **Aim**

At Steve Biko Housing Association we are committed to working with a wide range of vulnerable service users, and throughout our services, staff could, from time to time, become aware of /or suspect situations where abuse of a vulnerable person may be taking place.  We will not knowingly ignore or allow such incidents to continue unchallenged and will require our staff to take action in all cases where it is suspected that abuse of a vulnerable person is occurring, no matter whom the perpetrator is or who the victim is.

We will respect and support anyone who whistle-blows because they think someone is being abused and have a [Whistleblowing Policy](https://www.adactushousing.co.uk/Information?t=965;d=421) to support this.

1. **Scope**

We fully acknowledge the guidance from the department of Health publication ‘No Secrets’ (2000) and Care and Support Statutory Guidance issued under the Care Act 2014.

We will adhere to the Liverpool interagency-safeguarding policy and procedure. The full policy and procedure can be viewed at :

<http://liverpool.gov.uk/media/102189/liverpool-inter-agency-safeguarding-adults-policy-and-procedure.doc>

We acknowledge the Serious Crime Act 2015 (Part 5: Enhancing the protection of children and others

The Prevent Strategy, published by the Government in 2011, is part of an overall counter-terrorism strategy called CONTEST. The aim of the Prevent Strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorist or supporting terrorism.

This duty is known as the Prevent duty. It applies to a wide range of public-facing bodies which are listed in Schedule 6 of the Act as specified authorities in England and Wales and Scotland. The specified authorities are those judged to have a role

In protecting vulnerable children, young people and adults and/or the national security.

In addition, the Counter-Terrorism and Security Act 2015 (the CT and S Act) sections 36 to 41 set out the duty on local authorities and partners to establish and cooperate with a local Channel programme of ‘Channel panels’ to provide support for people, children and adults, vulnerable to being drawn into terrorism. It is essential that

Channel panel members, partners to local panels and other professionals ensure that children, young people and adults are protected from harm.

Channel is about ensuring that vulnerable children and adults of any faith, ethnicity or background receive support before their vulnerabilities are exploited by those that would want them to embrace terrorism, and before they become involved in criminal terrorist related activity.

1. **Safeguarding Adults**

The purpose of this policy is to protect those adults who are subject to or at the [risk](https://www.adactushousing.co.uk/Information?t=592;d=421) of abuse and neglect, who are:-

aged 18 years or over and who may be vulnerable and already be in receipt of or need of community care services by reason of mental or other disabilities, age or illness and who may be unable to take care of themselves or unable to safeguard themselves against significant harm or exploitation

Client groups could include the following:-

People with Learning disabilities

People with Mental health problems

Older people

People with physical disabilities

People with visual and sensory impairment

People who rely on others for care and/or support

This can also include people who are vulnerable themselves as a consequence of their role as a carer for such a person.  They may need additional support to protect themselves, for example, in situations such as [domestic violence](https://www.adactushousing.co.uk/Information?t=960;d=421), physical frailty or chronic illness, sensory impairment, challenging behaviour, drugs or alcohol problems.

1. **PRINCIPLES OF THE POLICY**

The Care Act 2014 sets out six key principles that underpin all adult safeguarding work:

* 1. **Empowerment**

Personalisation and the presumption of person-led decisions and informed consent.

* 1. **Prevention**

It is better to take action before harm occurs.

* 1. **Proportionality**

Proportionate and least intrusive response appropriate to the [risk](https://www.adactushousing.co.uk/Information?t=592;d=421) presented.

* 1. **Protection**

Support and representation for those in greatest need.

* 1. **Partnership**

Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

* 1. **Accountability**

Accountability and [transparency](https://www.adactushousing.co.uk/Information?t=538;d=421) in delivering safeguarding.

Under the latter, Housing Providers have a duty to co-operate with local authorities implementing their statutory duties around adult safeguarding.

This may include carrying out ‘enquiries’ into incidents, information sharing, participating in the new statutory local Safeguarding Adults [Board](https://www.adactushousing.co.uk/Information?t=25;d=421). Housing providers are expected to make staff familiar with the principles of safeguarding, train staff to be vigilant and recognise signs of abuse and know what actions to take if they see those signs.

1. **DEFINITION OF ABUSE**
   1. Abuse is a violation of an individual’s human and civil rights by another person or persons and may result in significant harm to, or the exploitation of the person subjected to it.

Abuse may consist of a single act or repeated acts;

May be physical, verbal, psychological or emotional;

May be an act of neglect or an omission to act;

May occur when a person is persuaded to enter into a financial or sexual transaction to which they had not consented, or cannot consent;

May be deliberate or unintentional or result from lack of knowledge.

* 1. **The main categories of abuse are:-**

Psychological

Physical

Sexual

Financial or material

Neglect and acts of omission

Discriminatory

* 1. **Institutional Abuse**

Institutional abuse is the mistreatment of people brought about by poor or inadequate care or support or systematic poor practice that can affect individuals and a whole group.   It occurs when the individual's wishes and needs are sacrificed for the smooth running of a group, service or organisation.

* 1. **Multiple forms of abuse**

Multiple forms of abuse may occur in an ongoing relationship or an [abusive](https://www.adactushousing.co.uk/Information?t=418;d=421) service setting to one person, or to more than one person at a time, making it important to look beyond single incidents or breaches in standards, to underlying dynamics and patterns of harm.  Any or all of these types of abuse may be perpetrated as the result of deliberate intent and targeting of vulnerable people, negligence or ignorance.

1. **Where does abuse take place?**

Abuse can take place anywhere, including:

In a person’s own home

In the homes of family and friends

In public places/the community

Place of work

Colleges of further education.

Abuse may result from a deliberate intention to cause harm but may also occur where a provider of a service lacks the necessary knowledge or [skills](https://www.adactushousing.co.uk/Information?t=726;d=421) to respond to an individual’s needs appropriately.  [Abusive](https://www.adactushousing.co.uk/Information?t=423;d=421) behaviour between a member of staff and a vulnerable service user will always be investigated under the code of conduct and may possibly require police involvement.

1. **Perpetrators of abuse**

Anyone can be the perpetrator of abuse.  Abuse can occur in any relationship.  An individual, a group, or an organisation may perpetrate abuse.

An [abusive](https://www.adactushousing.co.uk/Information?t=418;d=421) relationship often includes the misuse of power by one person over another and is most likely to take place in situations where one person has power over another.  For example, where one person is dependent on another for their physical care, or due to power relationships in society e.g. between a professional worker and a service user, a man and a woman and a person belonging to the dominant race/culture, sexuality, and a person belonging to an ethnic minority.

1. **Mental Capacity**

We recognise that capacity and consent are central themes in safeguarding adult work and that every adult has the right to make their own decisions, a person is assumed to have capacity to do so unless it is proved that they do not.

Steve Biko Housing Association have the right to make a referral to the local Social Care Team where there are concerns that a person being abused lacks mental capacity lacks so a Mental Capacity Assessment can be made and that person will be informed of this referral.

1. **Best interests**

Everything that is done for or on behalf of a person who lacks capacity must be in that person's best interests.

The Mental Capacity Act 2005 provides a checklist of factors that decision-makers must work through in deciding what is in a person's best interests.

1. **Confidentiality**

Our staff will respect confidentiality at all times and will not share any information given in confidence unless justified by an assessed [risk](https://www.adactushousing.co.uk/Information?t=592;d=421) to the vulnerable person or required by law.

Confidentiality will be discussed with the customer where there are safeguarding concerns or alerts and a full explanation will be given that (a breach of confidentiality), is required which will mean that information may need to be shared with appropriate services in order for the situation to be dealt with.

1. **Responsibility**

As a provider of services to vulnerable adults we have a responsibility and duty to consider and follow the Local Authority Safeguarding Policy, Procedure and Practice Guidance.  The Care Act 2014 reinforces this responsibility which is further defined in the Department of Health publication Care and Support Statutory Guidance.

We have a responsibility to all vulnerable adults who have been abused or who are at [risk](https://www.adactushousing.co.uk/Information?t=592;d=421) of abuse, but also recognise responsibilities in relation to some perpetrators of abuse. The organisation will keep confidential and secure records of all safeguarding issues, with access and responsibility limited to the safeguarding champion and nominated personnel.

1. **Whistleblowing**

We will take seriously any matters raised in good faith by employees. The [Whistleblowing Policy](https://www.adactushousing.co.uk/Information?t=965;d=421) will support and protect any employee who has volunteered information from reprisals or victimisation.

1. [**Sheltered**](https://www.adactushousing.co.uk/Information?t=165;d=421) **and** [**Supported Housing**](https://www.adactushousing.co.uk/Information?t=175;d=421) **accommodation based support service**

13.1 In the first instance, all concerns are to be reported to your Line Manager immediately, or in their absence to the Safeguarding lead or to another senior manager if they are unavailable.

13.2. For all other concerns the Management Team should be informed verbally at the earliest opportunity, followed a written statement of the issue must be recorded and sent to the Line Manager/Adult Safeguarding lead.

13.3. Any staff member not based at a [Sheltered](https://www.adactushousing.co.uk/Information?t=165;d=421) or [Supported housing](https://www.adactushousing.co.uk/Information?t=174;d=421) project who has concerns about a child or adult can report these by concerns to SBHA (Safeguarding Lead).

1. In order for this policy to be implemented effectively. Steve Biko Housing Association will;

* Appoint a “Safeguarding Lead”, with appropriate knowledge, experience and [skills](https://www.adactushousing.co.uk/Information?t=726;d=421), to provide help and advice to staff and to act as lead on safeguarding issues
* Ensure that staff and volunteers are aware of the Safeguarding policy and procedure
* Ensure that staff are appropriately trained, including induction [training](https://www.adactushousing.co.uk/Information?t=1171;d=421) for new members of staff, and updated training as and when Government provide new directives.
* Ensure that staff understand their roles and responsibilities and required actions
* Ensure that managers know when they should alert the Police if they believe a serious crime has been committed.
* Notify the Local Authority Safeguarding Team if abuse is identified or suspected
* Support and where possible safeguard customers and staff by ensuring that all referrals to services have full information in relation to identified [risk](https://www.adactushousing.co.uk/Information?t=592;d=421) and vulnerability
* DBS (Disclosure and barring service) checks for employees that have access to or work with vulnerable adults or children
* Ensure that staff and customers have access to information through sharing of policies, publications and raising awareness activities.

1. **Performance measures**
   1. SBHA will review and monitor this policy and our working arrangements with other agencies/departments annually to ensure they remain effective highlighting any disincentives to reporting abuse. In the event of a serious case review the policy and procedure will be reviewed as priority.
2. **Reviewing and Monitoring**

SBHA will record;

1. Safeguarding Adult referrals
2. Annual review of Safeguarding Policy/procedures and log - including monitoring implementation, interagency response, [training](https://www.adactushousing.co.uk/Information?t=1171;d=421) record and review of policy and procedure
3. Evaluation of investigated cases and alerts and lesson learnt.

1. **Steve Biko Housing Association Safeguarding Lead**

Safeguarding Leads are : Tracey Gore - Director

Contacts details : Telephone Number 0151 734 4933 email tgore@stevebikoha.org

**Liverpool Safeguarding Adults Team Contact**

Careline 0151 233 3800

**Emergency Services 999**

In Cases of Emergency do not commence an enquiry without first reporting the incident to your Line Manager or Safeguarding Lead.

**Please note;** If an adult does not want information shared there is a professional responsibility to raise a safeguarding concern and to share key information with relevant professionals, this applies where others are at risk or a crime has been committed.

# Related documents

Housing Act 1996

Liverpool Safeguarding Adults Board Inter-agency Safeguarding Adults Policy and procedures

**Care Act 2014 and Care Act Statutory Guidance (Department of Health, 2014)**

**Mental Capacity Act 2015 Code of Practice**

**Serious Crime Act 2015**

**Prevent Strategy for vulnerable adults 2011**

**Chartered Institute of Housing – How to promote good Adult Safeguarding Practice March 2015**

**Crime and Disorder act 1998**

**Equality Act 2010**

**Data Protection Act 1998**

**National Health Service Act 1997**

**Human Rights Act 1998**

**Domestic Violence Crime and Victims Act 2004**

**Forced Marriage Civil Protection Act 2007**

**Sexual Offences Act 2003**

**Public Interest Disclosure Act 1998**

SBHA Confidential Policy

**Safeguarding vulnerable Groups Act 2006**