



# Safeguarding Vulnerable people

## Policy

### *Safeguarding is everyone's responsibility:*

Safeguarding vulnerable people is a part of the wider role of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific vulnerable people who are suffering or are at risk of suffering significant harm. As adults and/or professionals or volunteers, everyone has a responsibility to safeguard vulnerable people and promote their welfare.

Safeguarding and promoting the welfare of vulnerable people - and in particular protecting them from significant harm - depends upon effective joint working between agencies and professionals that have different roles and expertise.

Some of the most vulnerable people and those at greatest risk of social exclusion, will need co-ordinated help from health, education, social care, and quite possibly the voluntary sector and other agencies, including justice services.

For those vulnerable people who are suffering, or at risk of suffering significant harm, joint working is essential, to safeguard and promote their welfare and - where necessary - to help bring to justice the perpetrators of crimes against them. All agencies and professionals should:

- ✓ be alert to potential indicators of abuse or neglect;
- ✓ be alert to the risks which individual abusers, or potential abusers, may pose to vulnerable people;
- ✓ share and help to analyse information so that an assessment can be made of the individual's needs and circumstances;
- ✓ contribute to whatever actions are needed to safeguard and promote the individual's welfare;
- ✓ take part in regularly reviewing the outcomes for the individual against specific plans; and
- ✓ work co-operatively with parents and/or other carers unless this is inconsistent with ensuring the individual's safety.

As one of its major activities the charity seeks to serve the needs of vulnerable people, promoting holistic development.

In doing so the charity takes seriously the welfare of all vulnerable people who come onto its premises or who are involved in its activities.

The charity aims to ensure that they are welcomed into a safe, caring environment with a happy and friendly atmosphere.

The charity recognises that it is the responsibility of each one of its staff, paid and unpaid, to prevent the neglect, physical, sexual or emotional abuse of vulnerable adults and to report any abuse discovered or suspected.

The charity recognises its responsibility to implement, maintain and regularly review procedures, which are designed to prevent and to be alert to such abuse.

The charity is committed to supporting, resourcing and training those who work with vulnerable people and to providing supervision.

The charity is committed to maintaining good links with other services and authorities.

## Procedures

For reasons of consistency and practicality, the charity's procedures for safeguarding vulnerable people will be the same as those for safeguarding children and young people (qv) except where the law, or the specific circumstances of an individual's need require otherwise.

Trustees to review, update where required, and sign off safeguarding policy annually at the beginning of each financial year.

Safeguarding policies to be available on the charity website.

### DBS

All employees are required to complete a valid DBS, this does not include volunteers who do not work unsupervised with client. Any employee or volunteer without a valid DBS cannot work unsupervised with clients. All employees with access to sensitive client data require a valid DBS.

All employees, trustees and volunteers will sign a copy of this safeguarding policy when each role commences and following this, annually, as a refresher.

DBS for employees and volunteers are checked every 3 years from date of issue.

DBS Issue date and certificate number for each employee are stored securely and accessible only by the CEO and Chair of Trustees.

Trustees will review, update where required, and sign off this safeguarding policy annually at the beginning of each financial year.

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## Change Record

Date of Change:	Changed By:	Comments:
Aug 2019	RR	Policy approved by the Trustees
July 2021	RR	Policy approved by the Trustees
March 2023	MH	Policy reviewed and DBS section updated by Trustees