

St Gabriel's Centre Weoley Castle (SGCWC)

Safeguarding Policy: ADULTS

Summary

SGCWC recognises that the welfare of adults at risk is paramount and that they have equal rights of protection.

SGCWC will:

- Treat all adults at risk with respect and celebrate their achievements
- Carefully recruit and select all staff whether paid or unpaid
- Respond to concerns and allegations appropriately
- Be guided by, where applicable, the recommendations of the SAFE toolkit www.safecic.co.uk

When there are concerns about the welfare of any adult at risk all responsible adults in the organisation are expected to share those concerns with the Designated Safeguarding Officer for adults.

Remember: Consultation should not delay a referral. It is everyone's duty, if they have an immediate concern about someone's welfare, to report their concerns without delay.

In an emergency dial 999 or contact Adult services at the local authority where they or the person resides.

Birmingham City Council 0121 3031234 (out of hours 0121 6754806) ACAP@birmingham.gov.uk

If you think there has been a crime, but it's not an emergency contact West Midlands Police as soon as possible on 0345 1135000 or 101

Safeguarding Adults: Lead and Deputy

SGCWC Designated Safeguarding Officer (DSO) for Adult Safeguarding is:

Revd Fiona Harrison-Smith Chair of trustees 0121 4763505 revdfiona@stgabrielsweoleycastle.com

The SGCWC deputy is: ??

The DSO is responsible for:

- Monitoring and recording concerns
- Making referrals to social care services without delay
- Liaison with other agencies
- Arranging training for all staff

Their role is also to oversee and ensure that the SGCWC adult safeguarding policy is fully implemented.

These details will be made available to all responsible adults, adults at risk and parents/carers by training, staff handbook, information in staff areas and induction information. This includes ensuring they and all staff receive adult safeguarding training as appropriate.

The deputy should be available to support or cover for the DSO.

They will also handle any complaints or allegations against the DSO if appropriate.

Confidentiality

In cases of disclosure of abuse by adults at risk, parents or carers, SGCWC is obliged to share the information and will refer our concerns to social care services and/or the police in an emergency.

Staff Allegations

Concerns about the behaviour of adults in the organisation will be referred without delay to the DSO who will contact social care services, or the police, if a crime may have been committed.

In the rare situations that the concerns are about the DSO it is important to refer to the deputy person. This may not be appropriate, in which case any member may personally refer direct to the Local Authority Designated Adult Safeguarding Manager (or local equivalent) who will liaise with social care services, or the police, if a crime may have been committed.

The legal definition of the term "adult at risk"

refers to any person aged 18 years and over who:

- Has needs for care and support and
 - a. is experiencing, or is at risk of, abuse and neglect and
 - b. as a result of those care needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

This could include people with mental health issues, physical, sensory or learning disabilities, medical conditions, dementia, brain injury, those who are elderly and frail and also those who are family carers.

Safeguarding concerns arise when an adult who has care and support needs and is, or is at risk of, being abused or neglected and unable to protect them self against the abuse or neglect or risk of it because of those needs.

Care and Support Statutory Guidance Issued under the Care Act 2014

Government guidance is clear that all organisations working with adults at risk, families, parents and carers have responsibilities.

It is important to remember that adults at risk can also abuse and that such incidents fall into the remit of this policy.

The Care Act 2014 has six key principles which should inform the way in which all of the workforce should work with adults. They are:

1. Empowerment
2. Prevention
3. Proportionality
4. Protection
5. Partnership
6. Accountability

Recognising Abuse

The Care and Support Statutory Guidance Issued under the Care Act 2014 outlines how abuse may take many forms and how individual circumstances should be considered.

Exploitation is a particular theme in the following list of abuse:

- Physical
- Domestic violence, including "honour" based violence
- Sexual
- Psychological
- Forced Marriage
- Financial or material abuse

- Modern slavery
- Discriminatory
- Organisational
- Neglect and acts of omission
- Self-neglect Mental Capacity
- Criminal exploitation
- Spiritual exploitation

SAFEGUARDING ADULTS WHO ARE VULNERABLE TO RAICALISATION

Since 2010, when the Government published the Prevent Strategy, there has been an awareness of the specific need to safeguard vulnerable adults from violent extremism. There have been several occasions both locally and nationally in which extremist groups have attempted to radicalise vulnerable people to hold extreme views including views justifying political, religious, sexist or racist violence, or to steer them into a rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation.

SGCWC values freedom of speech and the expression of beliefs and ideology as fundamental rights underpinning our society's values. We all have the right to speak freely and voice our opinions, however freedom comes with responsibility and free speech that is designed to manipulate the vulnerable or that leads to violence and harm of others goes against the moral principles in which freedom of speech is valued. Free speech is not an unqualified privilege; it is subject to laws and policies governing equality, human rights, community safety and community cohesion.

The current threat from terrorism in the United Kingdom may include the exploitation of vulnerable people, to involve them in terrorism or in activity in support of terrorism. The normalisation of extreme views may also make people vulnerable to future manipulation and exploitation. The SGCWC is clear that exploitation and radicalisation should be viewed as a safeguarding concern and that protection of 'at risk adults' from the risk of radicalisation is part of our safeguarding duty.

SGCWC seeks to protect vulnerable adults against the messages of all violent extremism including but not restricted to, those linked to Islamist ideology, or to Far Right/Neo Nazi/White Supremacist ideology, Irish Nationalist and Loyalist paramilitary groups, and extremist Animal Rights movements.

INDICATORS OF VULNERABILITY TO RADICALISATION

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism.

Extremism is defined by the Government in the Prevent Strategy as; vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.

Extremism is defined by the Crown Prosecution Service as: The demonstration of unacceptable behaviour by using any means or medium to express views which:

- Encourage, justify or glorify terrorist violence in furtherance of particular beliefs.
- Seek to provoke others to terrorist acts.
- Encourage other serious criminal activity or seek to provoke others to serious criminal acts or
- Foster hatred which might lead to inter-community violence in the UK.

There is no such thing as “typical extremism” those who become involved in extremist actions come from a range of backgrounds and experiences, and most individuals, even those who hold radical views, do not become involved in violent extremist activity.

Some adults may become susceptible to radicalisation through a range of social, personal and environmental factors – it is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities.

Indicators of vulnerability include;

- Identity Crisis – the person is distanced from their cultural/religious heritage and experiences discomfort about their place in society.
- Personal Crisis – the person may be experiencing family tensions, a sense of isolation, and low self-esteem, they may have dissociated from their existing friendship group and become involved with a new and different group of friends, they may be searching for answers to questions about identity, faith and belonging.
- Personal Circumstances – migration, local community tensions, and events affecting the person’s country or region of origin may contribute to a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy.
- Unmet Aspirations – the person may have perceptions of injustice, a feeling of failure, rejection of civic life.
- Experiences of Criminality – which may include involvement with criminal groups, imprisonment, and poor resettlement/reintegration.
- Special Educational Need – people may experience difficulties with social interaction, empathy with others, understanding the consequences of their actions and awareness of the motivations of others.

This list is not exhaustive, nor does it mean that all people experiencing the above are at risk of radicalisation for the purposes of violent extremism.

Critical risk factors could include

- Being in contact with extremist recruiters.
- Accessing violent extremist websites, especially those with a social networking element.
- Possessing or accessing violent extremist literature.
- Using extremist narratives and a global ideology to explain personal disadvantage.
- Justifying the use of violence to solve societal issues.
- Joining or seeking to join extremist organisations.
- Significant changes to appearance and/or behaviour and
- Experiencing a high level of social isolation resulting in issues of identity crisis and /or personal crisis.

Any concerns about an adult being at risk of radicalisation or involvement in terrorism should be referred to The Single Point of Contact for SGCWC who is Revd Fiona Harrison-Smith.

SGCWC has a duty to cooperate with Channel – a multi-agency approach to provide support to individuals who are at risk of being drawn into terrorist related activity led by the Police Counter-Terrorism Unit. This would include cooperating with the Police in providing information about an individual who is referred to Channel (Section 38, Counter Terrorism and Security Act 2015).

See our **No Platforms Policy**.

Mental Capacity

The SGCWC fully recognises and upholds the 5 key principles of the Mental Capacity Act 2005 in all aspects of its work by:

- Presuming each adult at risk has capacity

- Supporting individuals to make their own decisions
- Recognising the right for individuals to make their own decisions, even if they may seem eccentric
- Making sure what the SGCWC does for adults at risk (without capacity) is in their best interests
- Making sure that anything SGCWC does is the least restrictive action for the individual

Treating Adults with Respect

The SGCWC endeavours to treat all adults at risk with respect, regardless of ability or culture.

Please refer to our **Equal Opportunities and Diversity Policy**.

Rigorous Recruitment

SGCWC is guided by SAFE guidelines for recruiting all staff and volunteers, paid or unpaid.

SGCWC always takes up a minimum of two written references and insists that any appointment, where staff have direct, sustained, regular and/or unsupervised access to adults at risk, will only be confirmed subject to a satisfactory Disclosure & Barring (DBS) check and a check against the Barred Adults List, where eligible.

At interview the SGCWC has sound procedures and recording to ensure it is satisfied, and can evidence that the applicant is appropriate and suitable.

Induction and Training

In line with safer recruitment good practice, SGCWC has a clear induction and training strategy detailing clear job descriptions and responsibilities and all relevant procedures.

All new staff sign to record they have received and read the Adult safeguarding policy.

Data Protection and Confidentiality

The SGCWC has a clear Confidentiality Policy in accordance with the Data Protection Act 1998 and is available to all adults, children, parents and carers. Staff are trained on Data Protection Act requirements and a **Confidentiality policy** is included in the induction information.

The SGCWC fully endorses the principle that the welfare of adults at risk overrides any obligations of confidence it may hold to others.

Individual cases will only be shared or discussed on a “need to know” basis. All media enquiries will be handled by Chair of Board of Trustees.

Disclosures

A disclosure may be communicated verbally or through behaviour by an adult at risk, or another adult in the organisation and it is important for everyone to remember the following: If you are concerned about an adult at risk it is important that this information is communicated to the DSO or deputy for safeguarding.

You may become aware of suspected or likely abuse by:

- Your own observations and concerns
- Being told by another person that they have concerns about an adult at risk
- The adult at risk tells you
- The abuser tells you

Also remember that you may not always be working directly with the adult at risk but become concerned because of difficulties experienced by other adults, e.g.

- Domestic Violence incidents
- Mental Health issues

- Substance and Alcohol Abuse Incidents

Remember:

- Do not delay
- Do not investigate
- Seek advice from the DSO or deputy for safeguarding
- Make careful recording of anything you observe or are told

Responding to Concerns

The SGCWC ensures and emphasises that everyone in the organisation understands and knows how to share any concerns immediately with the DSO/deputy. This is done by staff training/information in staff areas/staff handbook/induction information.

Everyone including the DSO/deputy will deal with concerns using the following:

Remember : Consultation should not delay a referral.

In an emergency dial 999

IF You are worried that an 'Adult at Risk' has been abused because:

- You have seen something
- An Adult at Risk says they have been abused
- Somebody else has told you they are concerned
- There has been an allegation against a member of staff
- There has been an anonymous allegation
- An adult has disclosed they are abusing a vulnerable adult
- A vulnerable adult has disclosed they were abused in the past

THEN Make a careful record of what you observe or are told Talk to the Designated Safeguarding Officer (DSO) Revd Fiona Harrison-Smith or her deputy within 24 hours.

THE DSO Should refer the concern to Social Care Services and/or the police (in an emergency) and follow up in writing within 24 hours (if the allegations are against a person with a "duty of care", the Adult Safeguarding Manager/Board will co-ordinate the next procedural steps)

Complaints/Disciplinary & Grievance Procedures

The SGCWC has clear policies about handling allegations, dealing with complaints and its own disciplinary and grievance procedures.

The SGCWC is mindful that these procedures may confuse people on the next appropriate steps to take. The SGCWC is clear that, in any case where a complaint has been made with regards to any inappropriate or poor practice, it will discuss the situation with the local authority Adult Safeguarding Manager and/or social care services before making an open decision about the best way forward.

It is the responsibility of the DSO/deputy to ensure that these procedures are rigorously adhered to.

In the case that the DSO is implicated, the deputy should be informed.

In the exceptional circumstances that both are involved, it is the duty of the person concerned to contact social care services direct, or the police if a crime has, or may have been, committed.

Social care services will manage any investigations, overseen by the local Designated Adult Safeguarding Manager (or local equivalent) in accordance with local Safeguarding Adults Board procedures. These are available on the local Safeguarding Adults Board website.

With regards to disciplinary and grievance procedures, SGCWC is very clear that it will take no steps until it has fully discussed and agreed a strategy with the Designated Adult Safeguarding Manager, social care services and/or the police. Any investigation will override the need to implement any such procedures.

Record Keeping

All records will be kept securely.

Only the DSO and/or those with authority to do so will have access and records will only be kept as long as necessary.

Normally these records will be passed to social care services when there is a concern and the DSO deems it appropriate to do so.

All records will be written by the person with the concern within 24 hours, on headed paper and will be factual and non-judgmental.

When referring please use the **Safeguarding Reporting Form**.

It is helpful to record any known details of the adult at risk(s) involved e.g. name, address, date of birth etc.

Reference Documents All references are available at www.safecic.co.uk

See also related policies:

Confidentiality

Complaints

Smoking, Alcohol and Drugs

Mobile Phone

E-Safety

Social Media

Staff handbook

Equal Opportunities and Diversity

No Platforms Policy

Safeguarding Reporting Form

This policy is to be reviewed annually or in response to changes in legislation.

Signed: FHarrison-Smith Date: Jan19