

Nailsea Shedders Safeguarding Adults Policy NSP006

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1. **Summary**

Nailsea Shedders recognises that the welfare of adults at risk is paramount and that they have equal rights of protection. Members of Nailsea Shedders 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.
- 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 appropriately nominated people within the community group designated for such reporting and in their absence, concern should be reported to the police or social services.

The designated Safeguarding Adults Lead will be the relevant Chair of Nailsea Shedders and in their absence, any other trustee.

The current Chair is Donald Sparling (07944 574064). In Donald's absence, Trustees Andy Morrison (07729 593696) and Steve Sayers (07850 222322). If the concern is not an emergency, 101 is the number to be used. In an emergency or in doubt, 999 should be used.

Less urgent but otherwise important notifications can be made to North Somerset Council Care Connect during the day on 01275 888 801. Out of office hours please contact the Emergency Duty Team (EDT) on 01454 615 165.

In cases of disclosure of abuse by adults at risk, parents or carers, members are obliged to share the information and will refer our concerns to North Somerset Council and/or the police in an emergency.

If there are safeguarding concerns about the behaviour of adult(s) in the organisation, these will be referred without delay to any Trustee who will contact North Somerset Council, or if a crime is suspected to have been committed, the police. In the rare situations that the concerns raised are about any of the trustees and or committee members, then any member may personally refer directly to the Local Authority Designated Adult Safeguarding Manager (or local equivalent). That designated safeguarding lead will then be expected to consult with social care services, or the police, if a crime may have been committed.

## 2. **Adult Safeguarding Policy**

The legal definition of the term "adult at risk" is now defined in S.42, Care Act 2014. This refers to any person aged 18 years and who has needs for care and support and is experiencing, or is at risk of, abuse and neglect and because 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 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 themselves 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 we all should work with adults. They are: 1. Empowerment 2. Prevention 3. Proportionality 4. Protection 5. Partnership 6. Accountability 7. Recognising Abuse

## 3. **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 · Financial or material abuse · Modern slavery · Discriminatory · Organisational · Neglect and acts of omission · Self-neglect Mental Capacity.

## 4. **Mental Capacity**

Nailsea Shedders 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 mental 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 Nailsea Shedders does for adults at risk, and is deemed to lack mental capacity with respect to the decisions which need to be taken by that person, is taken in their best interests · Making sure that anything its members do is the least restrictive action for the individual Treating Adults with Respect.

## 5. **Treating Adults with Respect**

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

## 6. **Rigorous Recruitment**

Nailsea Shedders will support all members, staff, paid or unpaid to understand safeguarding is *everyone's concern* and where its members or staff have direct 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.

#### 7. Induction and Training

In line with safer recruitment good practice, all-new members and staff will be invited to read both the easy read brief introduction and the Adult safeguarding policy. A copy will be available for their inspection at any time.

#### 8. Data Protection and Confidentiality

Nailsea Shedders, all its members and staff will comply with the General Duty Protection Regulations (GDPR, 2018).

Nailsea Shedders 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 managed by the Board of Charity trustees.

#### 9. 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 a trustee or committee member.

Disclosures may become necessary, if you 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 Chair or deputy for safeguarding
- Make careful recording of anything you observe or are told.

#### 10. Responding to Concerns

Nailsea Shedders ensures and emphasises that everyone in the community group understands and knows how to share any concerns immediately with the Trustees and or a member of the Committee.

##### **Remember: Consultation should not delay a referral.**

In an emergency dial 999 IF You are worried that a vulnerable adult has been abused because:

- You have seen something
- A vulnerable adult 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 a Trustee or member of the Committee within 24 hours.

Further guidance, support and updated material can be found on the North Somerset Safeguarding Adults Board <https://nssab.co.uk/>

**11. Complaints/Disciplinary & Grievance Procedures**

Nailsea Shedders is mindful that these procedures may confuse people on the next appropriate steps to take. Nailsea Shedders 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 Trustees that the group's procedures are rigorously adhered to. In the case that a Trustee or Committee member is involved, report the matter to a different Trustee.

In the exceptional circumstances that the person wishing to report feels compromised in reporting the matter to a Trustee, and or Committee member, then it is the duty of the person concerned to contact social care services directly, 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, Nailsea Shedders is clear that it will take no steps until it has fully discussed and agreed to 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.

Nailsea Shedders has a separate Complaints procedure which can sit alongside this process, which ensures there are no gaps.

**12. Record Keeping**

All records will be kept securely. Only the Chair 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 Chair or the other person with authority 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. It is helpful to record any known details of the adult at risk(s) involved e.g. name, address, date of birth etc.

**13. Policy reviews:**

Signed Chair and Trustee: Donald Sparling  date: 14-04-25

Signed Trustee Andy Morrison,  date: 14/4/25

Signed Trustee Steve Sayers  date: 14/4/2025

Next review date, by the Chair of the Charity Trustees: 10/02/2026