



ASD Assessments

## Safeguarding Adults Policy

Document Detail	
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Supporting references	The policy is based on national guidance and The Care Act 2014
Designated Safeguarding Lead	Jon Clement

## **Introduction**

This policy is to make sure that LEAD has all the right things in place to protect and safeguard adults.

LEAD believes in protecting an adult's right to live in safety, free from abuse and neglect. This policy sets out the LEAD's roles and responsibilities in promoting the adult's welfare and safeguarding them from abuse and neglect. We believe all Healthcare Professionals have a professional responsibility and duty to safeguard and promote the wellbeing of others and this policy is applicable to all who work at LEAD.

Individual staff are required to ensure that they are aware of the specific duties relating to their role. Raising the awareness of abuse and abusive situations or practices, together with safeguards clearly embedded within policy and procedures will ensure safety of patients and staff.

This policy covers the welfare of all adults and also has a particular focus on the welfare of adults at risk.

Care Act 2014 Definition of an Adult at Risk of Abuse:

An adult who

- (a) has needs for care and support,
- (b) is experiencing, or is at risk of, abuse or neglect, and
- (c) as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

## **Scope**

This policy will apply to all staff who have direct or indirect contact with patients, carers or relatives. It will also apply to all staff in relation to their duty to report any untoward incidents or any concerns of abuse or neglect about patients, visitors, carers or relatives.

The Safeguarding Adults policy and procedures may be implemented alongside other policies, for example when investigating untoward incidents that may also be considered a safeguarding incident. Staff undertaking investigations must be aware of the requirements of this policy and procedures to be able to fulfil the agreed inter-agency investigatory and reporting requirements.

## **Roles and Responsibilities**

All health professionals have a duty to be aware of policies and procedures that inform and govern their practice thus ensuring patient safety and compliance with the law and regulation.

Health professionals have a responsibility to work in partnership with other agencies in order to protect adults at risk and those that are identified as vulnerable.

Health professionals are required to work within the scope of their professional role and scope of practice and knowledge.

Health professionals are required to comply with safeguarding supervision requirements as per policy.

Health professionals are required to maintain contemporaneous healthcare records in line with healthcare and documentation standards.

## **Manager**

The Manager has the responsibility to support clinical staff in accessing various forms of clinical / safeguarding supervision which best meets their needs. Staff must highlight with the manager if supervision is not meeting their needs so a different model can be considered.

The Manager may escalate any concerns or risks in terms of practice or service delivery.

The Manager is responsible for reviewing all known cases of concern. Auditing clinical practice in relation to the recognising and reporting of any allegations of abuse appropriately, together with referral trends, compliance with safeguarding and documentation standards. Policy review and updates and for disseminating information to all areas of the organisation via a written briefing as and when required. Policies to be updated in line with national guidance. Policy review and updates to be undertaken a minimum of once every 3 years. Updates will be required more frequently if there is a change in national guidance or legislation. To identify prevalence and trends. To identify any concerns in relation to performance and to plan any remedial action required.

The manager has the responsibility of ensuring that action plans are implemented as agreed and ensuring compliance with the policy and procedures.

## Key Principles of Adult Safeguarding:

In the safeguarding of adults LEAD are guided by the six key principles set out in The Care Act 2014. LEAD aims to demonstrate and promote these six principles in our work:

- **Empowerment** – People being supported and encouraged to make their own decisions and informed consent
- **Prevention** – It is better to take action before harm occurs.
- **Proportionality** – The least intrusive response appropriate to the risk presented.
- **Protection** – Support and representation for those in greatest need.
- **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding.

## Types of Abuse:

The Care Act 2014 defines the following ten areas of abuse. These are not exhaustive but are a guide to behaviour that may lead to a safeguarding enquiry. This includes:

- **Physical abuse** - Including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.
- **Domestic Violence/ Domestic Abuse** - Including psychological, physical, sexual, financial, emotional abuse;
- **Exploitation**- Including sexual and/or criminal exploitation
- **Sexual abuse** - Including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography. Witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.
- **Psychological abuse** - Including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.
- **Financial or material abuse** - Including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- **Modern slavery** - Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and those who coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.

- **Discriminatory abuse** - Including forms of harassment, slurs or similar treatment because you are, or are perceived to be different due to race, gender and gender identity, age, disability, sexual orientation or religion.
- **Organisational abuse** - Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example or in relation to care provided in one's own home. This may range from one off incidents to long-term ill treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes or practices within an organisation.
- **Neglect and acts of omission** - Including ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

### **Radicalisation to Terrorism:**

The Government through its PREVENT programme has highlighted how some adults may be vulnerable to exploitation and radicalisation and involvement in terrorism. Signs and indicators of radicalisation may include:

- Being in contact with extremist recruiters.
- Articulating support for violent extremist causes or leaders.
- Accessing violent extremist websites, especially those with a social networking element.
- Possessing violent extremist literature.
- Using extremist narratives to explain personal disadvantage.
- Justifying the use of violence to solve societal issues.
- Joining extremist organisations.
- Significant changes to appearance and/or behaviour.

### **Awareness:**

All professionals working at LEAD with adults require as a minimum to have awareness training that enables them to:

- Understand what safeguarding is and their role in Safeguarding Adults.
- Recognise an adult potentially in need of safeguarding and take action.
- Understand how to report a safeguarding Alert.
- Understand dignity and respect when working with individuals.
- Have knowledge of the Safeguarding Adults Policy.

### **Reporting Concerns:**

Any person working at LEAD who becomes aware that an adult is or is at risk of, being abused must raise the matter immediately with the LEAD manager. If the adult requires immediate protection from harm, contact the police and Adult Social Care.

In any instance of safeguarding, consideration must be given as to whether an allegation has been made against a person in a position of trust (PiPoT) and who may be a risk to others. This can be anyone from a formal employee or an informal carer.

Early sharing of information is the key to providing an effective response where there are emerging concerns. To ensure effective safeguarding arrangements no one should assume that someone else will do it.

Similarly, staff may encounter concerns about the safety and wellbeing of children/young people. For more information about children's safeguarding, refer to LEAD's Children and Young People's Safeguarding Policy.

### **Mental Capacity:**

The Mental Capacity Act defines someone as lacking capacity, because of an illness or disability such as a mental health problem, dementia or a learning disability, who cannot do one or more of the following four things:

- Understand information given to them about a particular decision
- Retain that information long enough to be able to make the decision
- Weigh up the information available to make the decision
- Communicate their decision. Refer to the Mental Capacity Act Code of Practice, <https://www.gov.uk/government/publications/mental-capacity-act-code-of-practice>.

LEAD will need to involve an advocate if the person lacks capacity to make decisions about a safeguarding concern.

### **Confidentiality and Information Sharing:**

LEAD expects all staff to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if an adult is deemed to be at risk of harm or **contact the police if they are in immediate danger, or a crime has been committed**.

**Recording and Record Keeping:**

A written record must be kept about any concern regarding an adult with safeguarding needs. LEAD's incident form can be used for this purpose. The record must include details of the person involved, the nature of the concern and the actions taken, decision made and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR). Please also see LEAD's data storage policy.

**Whistleblowing:**

LEAD is committed to ensuring that staff who in good faith whistle-blow in the public interest, will be protected from reprisals and victimisation.

**Important Contacts:****Police**

Emergency – 999

Non-emergency – 101

**Refuge**-National domestic abuse helpline

Telephone: 0808 2000 247

<https://www.nationaldahelpline.org.uk/>