



Safeguarding Vulnerable Adults Policy

Safeguarding is vital for charities as The Board of Trustees, staff and volunteers have a duty of care towards the individuals with whom they have contact. Having safeguards in place within an organisation not only protects and promotes the welfare of children, young people and vulnerable adults but also it enhances the confidence of trustees, staff, volunteers, parents/carers and the general public. Safeguarding individuals is beneficial to a charity in many ways – protecting its reputation, helping to effectively meet its objectives and protecting its finances.

The Warrington Wolves Charitable Foundation is committed to Safeguarding Vulnerable Adults in line with national legislation and relevant national and local guidelines. An **adult at risk** is an individual aged 18 years and over who:

- (a) has needs for care and support (whether or not the local authority is meeting any of those needs) and;
- (b) is experiencing, or at risk of, abuse or neglect, and;
- (c) as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

We will safeguard adults by ensuring that our activities are delivered in a way which keeps all adults safe.

The Warrington Wolves Charitable Foundation is committed to creating a culture of zero-tolerance of harm to adults which necessitates: the recognition of adults who may be at risk and the circumstances which may increase risk; knowing how adult abuse, exploitation or neglect manifests itself; and being willing to report safeguarding concerns.

This extends to recognising and reporting harm experienced anywhere, including within our activities, within other organised community or voluntary activities and in the community.

The Warrington Wolves Charitable Foundation is committed to best safeguarding practice and to uphold the rights of all adults to live a life free from harm from abuse, exploitation and neglect.

Rationale

The Warrington Wolves Charitable Foundation believes everyone has the right to live free from abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.

The Warrington Wolves Charitable Foundation is committed to creating and maintaining a safe and positive environment and an open, listening culture where people feel able to share concerns without fear of retribution. The staff and volunteers of the charity acknowledge that safeguarding is everybody's responsibility and is committed to prevent abuse and neglect through safeguarding the welfare of all adults involved.

It is important to recognise that health, well-being, ability, disability and need for care and support can affect a person's resilience. We recognise that some people experience barriers, for example, to communication in raising concerns or seeking help which can vary at different points in people's lives.

The Warrington Wolves Charitable Foundation recognises that there is a legal framework within which sports need to work to safeguard adults who have needs for care and support and for protecting those who are unable to take action to protect themselves and will act in accordance with the relevant safeguarding adult legislation and with local

statutory safeguarding procedures. Actions taken by staff and volunteers will be consistent with the principles of adult safeguarding ensuring that any action taken is prompt, proportionate and that it includes and respects the voice of the adult concerned.

Purpose

The purpose of this policy is to demonstrate the commitment of the Warrington Wolves Charitable Foundation to safeguarding adults and to ensure that everyone involved in the charity is aware of:

- The legislation, policy and procedures for safeguarding adults.
- Their role and responsibility for safeguarding adults.
- What to do or who to speak to if they have a concern relating to the welfare or wellbeing of an adult within the organisation.

Scope

This policy and associated procedures apply to all individuals involved in the charity including Board members, staff and volunteers and to all concerned about the safety of vulnerable adults whilst taking part in our organisation, its activities and in the wider community.

We expect our partner organisations, including for example, affiliated clubs, suppliers and sponsors to adopt and demonstrate their commitment to the principles and practice as set out in this Safeguarding Adults Policy and associated procedures.

Commitments

In order to implement this policy, the Warrington Wolves Charitable Foundation will ensure that:

- Everyone involved with the charity is aware of the safeguarding adult procedures and knows what to do and who to contact if they have a concern relating to the welfare or wellbeing of an adult.
- Any concern that an adult is not safe is taken seriously, responded to promptly, and followed up in line with the appropriate procedures.
- The well-being of those at risk of harm will be put first and the adult actively supported to communicate their views and the outcomes they want to achieve. Those views and wishes will be respected and supported unless there are overriding reasons not to.
- Any actions taken will respect the rights and dignity of all those involved and be proportionate to the risk of harm.
- Confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in line with our Data Protection Policy.
- The Warrington Wolves Charitable Foundation will act in accordance with best practice advice, for example, from the RFL, UK Sport, Sport England, NSPCC and the Ann Craft Trust.
- Cooperation with statutory agencies (e.g. Police and Warrington Borough Council) will be forthcoming in taking action to safeguard an adult.
- All Board members, staff and volunteers understand their role and responsibility for safeguarding adults and have completed and are up to date with safeguarding adult training and learning opportunities appropriate for their role.
- The Warrington Wolves Charitable Foundation will use safe recruitment practices and continually assesses the suitability of volunteers and staff to prevent the employment/deployment of unsuitable individuals in this organisation and within the sporting community.
- The charity will share information about anyone found to be a risk to adults with the appropriate bodies (e.g. Disclosure and Barring Service, Services, Police, Local Authority/Social Services).

- When planning activities and events, an assessment of, and risk to, the safety of all adults from abuse and neglect will be undertaken and a designated person will be in attendance as a safeguarding lead for that event.
- Actions taken under this policy are reviewed by the Board and Governance Key Pillar Action Group on an annual basis (April)
- This policy is reviewed annually and whenever there are changes in relevant legislation and/or government guidance as required by the Local Safeguarding Board, RFL, UK Sport and Sport England or as a result of any other significant change or event.

Implementation

The Warrington Wolves Charitable Foundation is committed to developing and maintaining its capability to implement this policy and procedures. In order to do so the following actions will be in place:

- A clear line of accountability within the organisation for the safety and welfare of all adults.
 - Access to relevant legal and professional advice.
 - Regular management reports to the Board detailing how risks to adult safeguarding are being addressed and how any reports have been addressed.
 - Safeguarding adult procedures that deal effectively with any concerns of abuse or neglect, including those caused through poor practice.
 - A Safeguarding Lead Officer (James Howes)
 - Arrangements to work effectively with other relevant organisations to safeguard and promote the welfare of adults, including arrangements for sharing information.
 - Codes of conduct for Board members, staff and volunteers that specify zero tolerance of abuse in any form.
 - Risk assessments that specifically include safeguarding of adults.
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- Policies and procedures that address the following areas and which are consistent with this Safeguarding Vulnerable Adults policy;

- Safeguarding children	- Discipline and grievance
- Bullying and harassment	- Concerns, Complaints and Compliments
- Social media	- Whistleblowing
- Equality, diversity and inclusion	- Safe recruitment (staff and volunteers)
- Safe activities risk assessments	- Data protection and information sharing
- Code of Conducts	

Legislation

Safeguarding Adults is compliant with United Nations directives on the rights of disabled people and commitments to the rights of older people. It is covered by:

- The Human Rights Act 1998
- The Data Protection Act 2018
- General Data Protection Regulations 2018
- The Care Act 2014 Care and Support Statutory Guidance (especially chapter 14) 2014

Under the Care Act (2014) the following principles will be implemented within the charity;

- **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.

Mental Capacity and Decision Making

UK law assumes that all people over the age of 16 have the ability to make their own decisions, unless it has been proven that they can't. It also gives us the right to make any decision that we need to make and gives us the right to make our own decisions even if others consider them to be unwise.

We make so many decisions that it is easy to take this ability for granted. The Law says that to make a decision we need to:

- Understand information
- Remember it for long enough
- Think about the information
- Communicate our decision

A person's ability to do this may be affected by things such as learning disability, dementia, mental health needs, acquired brain injury and physical ill health.

Most adults have the ability to make their own decisions given the right support however, some adults with care and support needs have the experience of other people making decisions about them and for them.

If someone has a disability that means they need support to understand or make a decision this must be provided. A small number of people cannot make any decisions. Being unable to make a decision is called "lacking mental capacity".

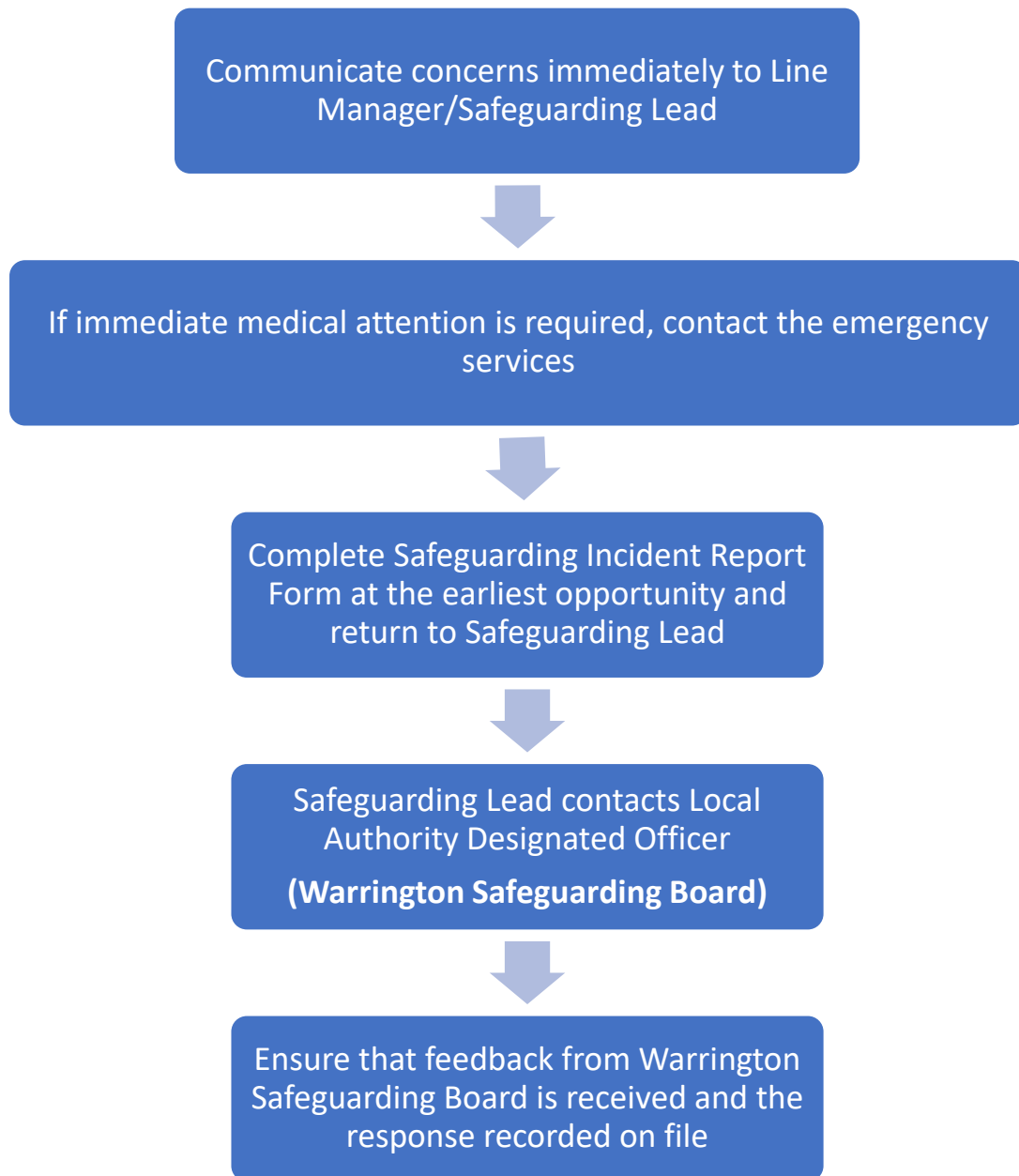
Mental capacity refers to the ability to make a decision at the time that decision is needed. A person's mental capacity can change. Not being allowed to make decisions one is capable of making is abuse.

Mental capacity must also be considered when we believe abuse or neglect might be taking place. It is important to make sure an 'adult at risk' has choices in the actions taken to safeguard them, including whether or not they want other people informed about what has happened, however, in some situations the adult may not have the mental capacity to understand the choice or to tell you their views.

In the UK, legislation describes when and how we can make decisions for people who are unable to make decisions for themselves and the following principles apply;

- We can only make decisions for other people if they cannot do that for themselves at the time the decision is needed.
- If the decision can wait, wait – e.g. to get help to help the person make their decision or until they can make it themselves.
- If we have to make a decision for someone else then we must make the decision in their best interests (for their benefit) and take into account what we know about their preferences and wishes.
- If the action we are taking to keep people safe will restrict them then we must think of the way to do that which restricts to their freedom and rights as little as possible.

Appendix 1 - Reporting Procedure



Appendix 2 - Sources of Information and Support

Action on Elder Abuse

A national organisation based in London. It aims to prevent the abuse of older people by raising awareness, encouraging education, promoting research and collecting and disseminating information.

Tel: 020 8765 7000

Email: enquiries@elderabuse.org.uk

www.elderabuse.org.uk

Ann Craft Trust (ACT)

A national organisation providing information and advice about adult safeguarding. ACT have a specialist Safeguarding Adults in Sport and Activity team to support the sector

Tel: 0115 951 5400

Email: Ann-Craft-Trust@nottingham.ac.uk

www.anncrafttrust.org

Men's Advice Line

For male domestic abuse survivors

Tel: 0808 801 0327

National LGBT+ Domestic Abuse Helpline

Tel: 0800 999 5428

National 24Hour Freephone Domestic Abuse Helplines

Tel: 0808 2000 247

www.nationaldahelpline.org.uk/Contact-us

Rape Crisis Federation of England and Wales

Rape Crisis was launched in 1996 and exists to provide a range of facilities and resources to enable the continuance and development of Rape Crisis Groups throughout Wales and England.

Email: info@rapecrisis.co.uk

www.rapecrisis.co.uk

Respond

Respond provides a range of services to victims and perpetrators of sexual abuse who have learning disabilities, and training and support to those working with them.

Tel: 020 7383 0700 or

0808 808 0700 (Helpline)

Email: services@respond.org.uk

www.respond.org.uk

Stop Hate Crime

Works to challenge all forms of Hate Crime and discrimination, based on any aspect of an individual's identity. Stop Hate UK provides independent, confidential and accessible reporting and support for victims, witnesses and third parties.

24 hours service:

Telephone: 0800 138 1625

Web Chat: www.stophateuk.org/talk-to-us/

E mail: talk@stophateuk.org

Text: 07717 989 025

Text relay: 18001 0800 138 1625

By post: PO Box 851, Leeds LS1 9QS

Susy Lamplugh Trust

The Trust is a leading authority on personal safety. Its role is to minimise the damage caused to individuals and to society by aggression in all its forms – physical, verbal and psychological.

Tel: [020 83921839](tel:02083921839)

Fax: [020 8392 1830](tel:02083921830)

Email: info@suzylamplugh.org

www.suzylamplugh.org

Victim Support

Provides practical advice and help, emotional support and reassurance to those who have suffered the effects of a crime.

Tel: [0808 168 9111](tel:08081689111)

www.victimsupport.com

Women's Aid Federation of England and Wales

Women's Aid is a national domestic violence charity. It also runs a domestic violence online help service.

Appendix 3 - Safeguarding Incident Report Form

Name	Position
Date	Contact phone number
Details of individual	
Name	
Address/phone number	
Date of birth	
Other relevant details about the vulnerable adult: <i>e.g. family circumstances, physical and mental health, any communication difficulties...</i>	
Parent/guardian/carers details (if applicable)	
Details of the allegations/suspicions	
Are you recording: <ul style="list-style-type: none">• Disclosure made directly to you by the vulnerable adult?• Disclosure or suspicions from a third party?• Your suspicions or concerns?	
Date and time of disclosure	
Date and time of incident	
Details of the allegation/suspicions. <i>State exactly what you were told/observed and what was said and use the persons own words.</i>	
Action taken so far:	
Signed	Date

Please return to the Designated Safeguarding Lead (James Howes) as soon as possible