

Policy name	Safeguarding Adults
Date approved	March 2023
Review date	March 2024

Introduction

Sutton Vision believes in protecting an adult's right to live in safety, free from abuse and neglect.

Sutton Vision is committed to safeguarding adults in line with national legislation and relevant national and local guidelines.

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

Definitions

The Care Act 2014 defines a person with safeguarding needs as someone aged 18 or over, who

- has care and support needs, and
- is experiencing, or is at risk of, abuse or neglect, and
- is unable to protect themselves from either the risk of, or the experience of abuse or neglect, because of those needs.

Care and support is the mixture of practical, financial and emotional support for adults who need extra help to manage their lives and be independent.

Adults at risk may be people using Sutton Vision services or others that we meet in connection with our work.

Abuse can include the following:

Physical abuse - Including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.

Domestic violence/ Domestic abuse - This could be any of the indicators of abuse relating to physical, psychological/emotional, sexual or financial but by a person with whom you have a close family or intimate relationship such as a partner, child, parent.

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 or emotional abuse - Including 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 of 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 or institutional 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 or 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.

Self-neglect - This covers a wide range of behavior, neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. There is a difference between what constitutes a safeguarding incident that requires a statutory response and an incident that is rooted in concern for someone's general wellbeing.

Mental Capacity

The MCA 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.

Purpose

The purpose of this policy is to enable everyone who works or volunteers for Sutton Vision to understand and carry out their responsibilities to safeguard adults who need care and support and are at risk of or experiencing abuse.

Principles

We work in line with the principles of the Care Act (2014) with regard to empowerment, prevention, proportionate response, protection, partnerships and accountability.

All action starts from the premise that adults can make their own decisions and should be supported to do so.

We will work in partnership with adults so that they are safe and able to protect themselves from abuse and neglect, treated with dignity and respect and able to get the support, protection and services that they need in line with the guidance in Making Safeguarding Personal.

We will only override someone's wishes where we have a genuine belief that they do not have capacity to make that decision, where others are at risk or where it is in the public interest to do so.

Safeguarding is given high priority within the organisation and we will act without delay where there are areas of concern.

Practices

Recruitment practices and related employment procedures support safeguarding best practice.

Staff and volunteers who provide services for adults with vision impairment will also be mindful that they have an equal responsibility for safeguarding children and must read the safeguarding children policy and follow its procedures should they become aware that a child may be being abused or harmed, even when they are not working directly with the child.

Sutton Vision will ensure an appropriate level of safeguarding training is available to its Trustees, Employees, Volunteers and any relevant persons linked to the organisation who requires it (e.g. contractors).

For all employees who are working or volunteering with adults at risk this requires them as a minimum to have awareness training that enables them to:

- understand what safeguarding is and their role in Safeguarding Adults;
- recognise an adult potential in need of safeguarding;
- understand how to report a safeguarding Alert;
- have knowledge of Sutton Vision's Safeguarding Adults Policy.

Reporting Concerns

Any employee, trustee or volunteer who becomes aware that an adult is or is at risk of being abused must raise the matter immediately with their supervisor /or with the organisation's designated safeguarding lead.

Sutton Vision will:

- Inform the adult of the action we propose to take;
- Seek their agreement for any referral;
- Ensure that they are kept informed about what will happen next, so they can be reassured about what to expect;
- Inform them if we are planning to seek advice from or report concerns to an external agency.

If the adult requires immediate protection from harm, we will contact the emergency services.

Sutton Vision will involve an advocate if the person lacks capacity to make decisions about a safeguarding concern. Support and guidance will be sought from London Borough of Sutton Adult Social Care should anyone have concerns regarding an adult's capacity.

Where the concern is about a staff member or volunteer, the matter will be referred to the staff Safeguarding Lead (General Operations Manager) who will discuss and agree a course of action with the Trustee Safeguarding Lead (Vice Chair). Our response will be in line with our disciplinary procedures and statutory responsibilities.

Responsibilities

The Vice Chair and Board of Trustees have responsibility for providing leadership and ensuring that there are effective systems in place to safeguard adults.

The designated lead for Safeguarding (General Operations Manager) has responsibility for:

- Providing advice about concerns and acting when referral and information sharing with Sutton Safeguarding board is appropriate;
- Supporting staff members and volunteers including supervision and debriefing;
- Maintaining organisational records of safeguarding incidents and reporting;
- Reviewing policy, procedure, practice and training regarding safeguarding;
- Producing annual safeguarding report for trustees.

Individual staff and volunteers have responsibility for:

- Being alert to the signs of possible abuse;
- Raising and discussing any safeguarding concerns with the General Operations Manager;
- Co-operating with any enquiry or review instigated by the Local Authority or Sutton Vision;
- Updating personal knowledge and awareness by attending training and other development activities.

Important Contacts

Designated Lead for Safeguarding

Name: Denise Crone (General Operations Manager)

Email address: denisecrone@suttonvision.org.uk

Telephone number: 020 8409 7166 (07711949314 out of hours)

Designated Trustee for Safeguarding

Name: Louisa Syrett

Email address: louisasyrett@suttonvision.org.uk

Telephone number: 07841 708927

To contact Sutton Safeguarding team:

[Help for adults being abused - Sutton Council](#)

020 8770 5000

Police

Emergency – 999

Non-emergency – 101

ENDS.