

The Opaque Elephant Safeguarding Vulnerable Adults Policy

Introduction

This Adult Safeguarding Policy for The Opaque Elephant is based on the principles that underpin the Care Act 2014 (section 10 of this document) - those of promoting wellbeing and putting service users at the centre of all adult safeguarding by making it personal to each individual.

This policy also acknowledges the need to support and minimise the risk to those that are providing the service (including staff, volunteers, contractors and guests).

The Opaque Elephant provides arts and crafts workshops and experiences to a range of service users. We believe that everyone should have the opportunity to engage in activities in a safe and supportive manner and be protected from harm, irrespective of their status or their protected characteristics.

As a sole trader, sub-contracted to work with other groups and organisations, The Opaque Elephant will take responsibility for reporting safeguarding concerns to the appropriate bodies when they arise. This may include (but is not limited to) the booking party and their safeguarding team, the police, or social services.

Context

For this policy:

- 'Adult' means a person aged 18 years or over
- 'Safeguarding' is the multiagency approach to supporting individuals that have experienced harm or abuse. This applies to individuals with Care And Support Needs who are At Risk.
- 'Protection' is the defending and guarding of individuals through the coverage of support for the victims of crimes. This does not need to apply to individuals with Care And Support Needs and those At Risk.
- 'Safeguarding Concern' is the term for what was traditionally considered an 'allegation' or 'disclosure'. 'Concern' is used as it covers more eventualities and situations.

Objectives

The objectives of this Adult Safeguarding Policy are:

1. To explain the responsibilities the organisation and its staff and volunteers have in respect of adult safeguarding.
2. To provide staff (including volunteers) with an overview of adult safeguarding
3. To provide a clear procedure that will be implemented where adult safeguarding concerns arise.
4. THE ROLE OF STAFF AND VOLUNTEERS
 - a) All staff and volunteers performing tasks on behalf of the organisation have a duty to promote the welfare and safety of adults.
 - b) Staff and volunteers may receive Safeguarding Concerns and observe adults who are at risk. This policy will enable people to make an informed and confident response to specific adult safeguarding issues.

Scope

This policy applies to anyone engaging with The Opaque Elephant as a service user or as a contracting person or organisation.

Implementation

As a sole trader, The Opaque Elephant will:

- Follow the Safeguarding Policies of any organisations they work with or for
- Maintain an Enhanced DBS on the update service
- Monitor the wellbeing of workshop participants and service users and report any concerns to relative authorities – including, but not limited to the organisations and groups that have engaged The Opaque Elephant as a service provider
- Provide Risk Assessments for any booked activities to the booking leads

Responding to a Safeguarding Concerns

Adults must be protected from abuse. All concerns or suspicions must be taken seriously.

This procedure must be followed whenever a concern is raised or when there is a suspicion that an adult has been abused.

If a concern is raised by an adult or a third party:

- Do not clean or tamper with any evidence – if the person is in immediate danger or has just been affected – CALL 999
- Listen carefully to what is being told and tell the person that you must pass this information on – NEVER KEEP A SECRET
- Record only the facts, in the language/words used by the person making the allegation, and don't ask any questions which may seem to be 'leading'. Record any injuries on a body map.
- Make a note of the time and date that the concern was raised, who raised the concern and who it was raised to (sign and date the report).

What is Safeguarding?

The Care Act 2014 (Care and Support Statutory Guidance Chapter 14) defines safeguarding as 'protecting an adult's right to live in safety, free from abuse and neglect.'

People and organisations should work together to:

- Prevent and stop both the risks and experience of abuse and neglect
- Ensure that the adult's wellbeing is promoted
- Have regard for the adult's beliefs, feelings, wishes and views in deciding any action.
- It must be recognised that adults sometimes have complex interpersonal relationships and maybe unrealistic, ambivalent, or unclear about their circumstances.

Aims of Safeguarding

The aims of Adult Safeguarding are to:

- Stop abuse or neglect wherever possible
- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Safeguard adults in a way that supports them in making choices and having control over how they want to live

- Promote an approach that concentrates on improving life for the adults concerned
- Raise public awareness so that communities as a whole, alongside professionals, contribute to preventing, identifying and responding to abuse and neglect
- Provide information, advice and support in accessible ways to help adults understand the different types of abuse, how to stay safe and what to do to raise a concern about the safety or wellbeing of an adult

Appendix

Types of Abuse and Neglect

Abuse can occur in any relationship and it may result in significant harm to, or exploitation of, the person subjected to it. Incidents of abuse may be one-off or multiple and affect one person or more. Repeated instances of poor care may be an indication of more serious problems. To see these patterns, it is important that information is recorded and appropriately shared. Abuse or neglect may be the result of deliberate intent, negligence or ignorance. Exploitation can be a common theme in the experience of abuse or neglect.

- **PHYSICAL ABUSE** - using a weapon, body or environment to cause harm. Physical abuse includes hitting, slapping, pushing, kicking, misuse of medication, being locked in a room, inappropriate physical sanctions or force-feeding, adaptations to the environment (manipulating light, sound, temperature, comfort etc.) and inappropriate methods of restraint.
- **SEXUAL ABUSE** – non-consensual acts or sexual behaviours. Sexual abuse includes rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or 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** - control and harm caused by behaviour, acts and messages. Psychological abuse includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyberbullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.
- **FINANCIAL OR MATERIAL ABUSE** - exploitation or misuse of a person's assets. Financial abuse includes theft, fraud, internet scamming, coercion concerning 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.
- **ORGANISATIONAL ABUSE** - poor treatment and dehumanisation by an organisation. Organisational abuse (previously known as Institutional abuse) includes neglect and poor care practice within an institution or specific care setting such as a hospital or care home or concerning care provided in one's own home. This may range from one-off incidents to ongoing ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.
- **NEGLECT AND ACTS OF OMISSION** - removal / denial of basic and additional life needs. Neglect and acts of omission include 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** - inability or unwillingness to exercise self-care. Consider the criteria of neglect and apply to an individual not providing it for themselves.
- **DISCRIMINATORY ABUSE** - harassment or deliberate exclusion based on a 'difference'. Discriminatory abuse includes forms of harassment, slurs or similar treatment because of race, faith or religion (or absence of), age, disability, gender, sexual orientation and political views. It also includes racist, sexist, homophobic or ageist comments or jokes, or comments

and jokes based on a person's disability. Excluding a person from activities on the basis that they are 'not liked' is also discriminatory abuse.

- **DOMESTIC ABUSE** - coercion and control within an intimate / close relationship. The Home Office (March 2013) defines domestic abuse as: "Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over, who are or have been intimate partners or family members regardless of gender or sexuality."
- **MODERN SLAVERY** - Modern Slavery encompasses slavery, human trafficking, forced labour, sexual exploitation, debt bondage, organ harvesting and child criminal exploitation. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
- **HUMAN TRAFFICKING** - Trafficking is the recruitment, transportation, transfer, harbouring or receipt of persons, using the threat or use of force or other forms of coercion. It can include abduction, fraud, deception, the abuse of power or of a position of trust or the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for exploitation.
- **FORCED LABOUR** - Forced Labour Convention No.29 (1930) of the International Labour Organisation (ILO) defines forced labour as: 'Any work or service exacted under the menace of any penalty, and for which the worker has not offered themselves voluntarily.' To better understand what forced labour constitutes in practice, the ILO initially developed a list of six forced labour indicators: threats or actual physical harm to the worker; restriction of movement or confinement to the workplace; debt bondages; withholding of wages or excessive wage reductions; retention of identity documents; the threat of denunciations to the authorities.
- **SEXUAL EXPLOITATION** - Sexual exploitation involves exploitative situations, contexts and relationships where adults at risk (or a third person or persons) receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. It affects men as well as women.
- **DEBT BONDAGE / DEBT SLAVERY** - Debt bondage occurs when a person is forced to work to pay off a debt. They are coerced or tricked into working for little or no pay, with no control over their debt. Most of all of the money they earn go to pay off their loan. The value of their work invariably becomes greater than the original sum of money borrowed.
- **ORGAN HARVESTING** – Trafficking or transportation of an individual to remove their organs for sale on the black market.
- **CRIMINAL EXPLOITATION / COUNTY LINES EXPLOITATION** – Criminal exploitation is increasingly used to describe this type of exploitation where anyone, but especially children are involved. Child Criminal Exploitation is common in county lines and occurs when an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18. The victim of whatever age may have been criminally exploited even if the activity appears consensual. Criminal Exploitation does not always involve physical contact; it can also occur through the use of technology. Criminal exploitation is broader than just county lines and includes for instance individuals forced to work on cannabis farms or to commit theft or other crimes.
- **VIOLENCE AGAINST WOMEN AND GIRLS (VAWG)** - Violence against women and girls (VAWG) is abuse that is targeted at women or girls because of their gender and it affects women and girls disproportionately but men can be abused too. VAWG mustn't be seen as

a series of incidents or assaults that a woman or girl experiences, but as a pattern of violent or controlling behaviour that seeks to achieve power and control over them.

- **SO-CALLED 'HONOUR' BASED VIOLENCE (HBV)** - a violent act as punishment for 'shame'. HBV is a crime or incident which has or may have been committed to protect or defend what is perceived to be the 'honour' of the family or community. HBV is a violation of human rights and may be a form of domestic and/or sexual violence. It can be used to control behaviour within families or other social groups to protect perceived cultural or religious beliefs.
- **FORCED MARRIAGE** - non-consensual pairing with another person. A forced marriage is a marriage in which one or both of the parties are married without their consent or against their will. It is recognised as a form of violence against women, men or children and is a serious abuse of human rights.
- **HARMFUL PRACTISES** – Cultural / based practises that cause harm to the individual, these include **FEMALE GENITAL MUTILATION (FGM)** - intentional alteration of the female genital organs for non-medical reasons. This has no medical benefit for the girl. **BREAST IRONING** – the injuring of the breast tissue to prevent development. **SEX SELECTIVE ABORTION** – forcing termination based on the gender of the foetus.
- **DOWRY-RELATED ABUSE** - Any act of violence or harassment associated with the giving or receiving of dowry at any time before, during or after the marriage. It can include all forms of violence including domestic violence, sexual violence, acid throwing, burning and other forms of violence. In extreme cases, it involves murders that are often masked by the perpetrators as suicides or accidents – often through burning.
- **PROSTITUTION** - Prostitution is not a crime in itself but there are many offences related to it. Prostitution is dangerous and unhealthy. Individuals involved in prostitution are often extremely vulnerable to sexual exploitation. Research has shown that many are poor, homeless and have already suffered violence and abuse throughout their life.
- **FABRICATED / INDUCED ILLNESS (FII)** - FII is the most commonly used term for the falsification of an illness in children by carers. FII is a situation where a child is (or is likely to be) harmed due to the parent or carers' behaviours and actions. It is based on a need for the child to be recognised and treated as ill or more unwell/ disabled than the child is. The presence of an existing chronic medical condition does not exclude FII.
- **HATE CRIME** - targeting a person because of perceived difference. A hate crime is any incident or criminal offence that is motivated by hostility or prejudice based upon the victim's: Disability, Race, Religion or beliefs (or absence of), Sexual orientation, Transgender identity. It should be noted that this definition is based on the perception of the victim or anyone else and is not reliant on evidence. In addition, it includes incidents that do not constitute a criminal offence.
- **MATE CRIME** - false friendships to take advantage of a person's assets / situation. The Safety Net Project defines mate crime as the following: 'when vulnerable people are befriended by members of the community who go on to exploit and take advantage of them. It may not be an illegal act but still harms the individual.'
- **RADICALISATION** - a process by which a person comes to support terrorism and. extremist ideologies associated with terrorist groups. Radicalisation is defined as the process by which people come to support terrorism and extremism and, in some cases, to then participate in terrorist groups. There is no obvious profile of a person likely to become involved in extremism or a single indicator of when a person might move to adopt violence

in support of extremist ideas. The process of radicalisation is different for every individual and can take place over an extended period or within a very short time frame.

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

A national organisation providing information and advice about adult safeguarding. The Ann Craft Trust has 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 24-Hour Freephone Domestic Abuse Helplines

England	Northern Ireland
Tel: 0808 2000 247 www.nationaldahelpline.org.uk/Contact-us	Tel: 0808 802 1414 www.dsahelpline.org Twitter: www.twitter.com/dsahelpline Facebook: www.facebook.com/dsahelpline
Scotland	Wales
Tel: 0800 027 1234 Email: helpline@sdaafmh.org.uk Web chat: sdaafmh.org.uk	Llinell Gymorth Byw HebOfn/ Live free from fear helpline Tel: 0808 8010 800 Type Talk: 18001 0808 801 0800 Text: 078600 77 333

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

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

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.

www.womensaid.org.uk/information-support