

**Awaken**  
**Safeguarding Adults Policy**  
**March 2022**



**John 13:34-35**

*“A new commandment I give to you, that you love one another: just as I have loved you, you also are to love one another. By this, all people will know that you are my disciples, if you have love for one another.”*

<b>Date Policy agreed</b>	<b>January 2022</b>
<b>Date of next review</b>	<b>January 2024</b>
<b>Chair of Trustee’s signature</b>	<b>Sam Burton</b>
<b>Second signature</b>	<b>Steve Jenkins</b>

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## **1. Policy statement**

This policy will enable Awaken to demonstrate its commitment to keeping safe, all adults with whom it will come alongside. Awaken acknowledges its duty to act appropriately to any allegations or reports with support of the Local Authority.

We are committed to:

- Promoting a safer environment and culture within any of our events and activities, by adhering to safe working practices and acknowledge the principle that safeguarding is everyone's business.
- Responding promptly to any safeguarding concern or allegation in accordance with the statutory adult safeguarding procedures, with support of the local authority. We will ensure that any complaint made regarding a vulnerable person, who may have been harmed or is in significant danger, will be reported immediately and we will fully cooperate with statutory agencies during any investigation into allegations concerning a member of the team or any other person.
- Caring pastorally for victims/survivors of abuse and other affected persons. We will seek to sign post to appropriate agencies and support within their local authority.

### Awaken will:

- Ensure that all trustees and core team are familiar with this policy
- Ensure that all volunteers know who to report to should they have a safeguarding concern.
- Usually gain formal consent from service users, before sharing any information with another agency however, if a person is in danger, a child is at risk or a crime has been committed, then a decision may be taken to pass information to another agency without consent.
- Make a referral to the Adult Social Care Team where appropriate.
- Ensure that the Designated Named Person understand their responsibility to refer incidents of adult abuse to the relevant statutory agencies.

### Safeguarding representatives

We will ensure that there is an identified person to be Safeguarding Representative at any event, who will be aware of their role and responsibilities.

The Designated Named Person for Safeguarding for Awaken is:

Kelly Jones

Mobie:07780 001422

This policy applies to all trustees, core team and volunteers working on behalf of Awaken.

## 2. Procedures

### 2.1 Introduction

Awaken seeks to encourage Christians. 18-30's, in their faith through the provision of events. These procedures have been designed to ensure the welfare and protection of any adult who accesses any event hosted by Awaken.

Awaken is committed to the belief that the protection of vulnerable adults from harm and abuse is everyone's responsibility, and the aim of these procedures is to ensure that all trustees, core team and volunteers, act appropriately in response to any concern around adult abuse.

### 2.2 Recognising the signs and symptoms of abuse

Awaken is committed to ensuring that all trustees, core team and volunteers have access to a basic awareness booklet.

Abuse includes:

- Physical abuse: including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint
- Sexual abuse: including rape, indecent assault, inappropriate touching, exposure to pornographic material
- Psychological or emotional abuse: including belittling, name calling, threats of harm, intimidation, isolation.
- Financial or material abuse: including stealing, selling assets, fraud, misuse or misappropriation of property, possessions, or benefits.
- Neglect and acts of omission: including withholding the necessities of life such as medication, food, warmth, ignoring medical or physical care needs.
- Discriminatory abuse: including racist, sexist, that based on a person's disability and other forms of harassment, slurs, or similar treatment.
- Institutional or organisational: including regimented routines and cultures, unsafe practises, lack of person-centred treatment.

### 2.3 – Reporting a concern

Awaken has an appointed individual who is responsible for dealing with any Safeguarding Adult concerns. In their absence, the deputy will take responsibility. The designated named persons for Awaken are:

- Designated named person: Kelly Jones      Mobile: 07780 001422
- Designated Deputy: Kathryn Andrews      Mobile: 07710 400189

Should either of these named people be unavailable, volunteers, core team or trustees should contact Adult Social Care directly.

### Somerset

Somerset Safeguarding Adults Board - 03001 232 224 Monday – Friday 08:30 – 17:30

Our of hours Adult Mental Health – 0300 123 23 27

<https://ssab.safeguardingsomerset.org.uk/contact-us/>

Or complete a secure electronic safeguarding referral form:

<https://services.somerset.gov.uk/safeguarding-alert>

In the event of an emergency, dial 999.

## 2.4 Responding to reports of abuse

Awaken recognises that it has a duty of care to act on any reports or suspicions of abuse or neglect.

How to respond if you receive an allegation:

- Reassure the persons concerned
- Listen to what they are saying
- Record what you have been told/witnessed as soon as possible, factually.
- Remain calm and do not show shock or disbelief
- Do not ask lots of probing or leading questions – your job is to report not investigate.
- Do not promise to keep any secrets.

All situations of abuse or alleged abuse will be discussed with the Designated Named Person or their deputy. If a trustee, core team member or volunteer feels unable to raise this concern with the Designated Named Persons, then concerns can be raised directly with adult social care.

If it is appropriate and there is consent, or there is a reasonable reason to override consent, a referral will be made to the Adult Social Care Team. The Designated Named Person will also seek advice from Adult Social Care or police.

## 2.5 Basic Awareness

Awaken will ensure that all trustees, core team and volunteers receive a basic awareness, safeguarding adult's handbook (appendix A), as they may come across with care and support needs who may be at risk of abuse. Those adults may report things of concern to trustees, core team or volunteers who should be equipped with the basic knowledge around safeguarding adults and be confident to identify that abuse is taking place and that action is required. All trustees, core team and volunteers should be clear about Awaken's commitment to safeguarding adults.

## 2.6 Managing allegations made against a trustee, core team member or volunteer

Awaken will ensure that any allegations made against a trustee, core team or volunteer, will be dealt with swiftly. Where a trustee/core team/volunteer is alleged to have committed a criminal offence, the police will be informed. If a crime has been witnessed, the police should be contacted immediately.

The safety of the individual(s) concerned is paramount. A risk assessment must be undertaken immediately, to assess the level of risk to all service users, posed by the alleged perpetrator. This will include whether it is safe for them to continue in their role or any other role within Awaken, whilst the investigation is undertaken.

## 2.7 Recording and managing confidential information

Awaken is committed to maintaining confidentiality wherever possible and information around Safeguarding Adults should be shared only with those who need to know. All allegations/concerns should be recorded on the Safeguarding Concerns Form (Appendix B) and kept by the Designated Lead in the Safeguarding file. The information should be factual and not based on opinion. The information that is recorded will be kept secure and will comply with data protection. Access to this information will be restricted to the Designated Named Person and Deputy.

## 2.8 Disseminating/reviewing this policy

This safeguarding adults policy will be shared with all trustees and core team. The Designated Named Person will be responsible for ensuring that this is done.

This policy will be reviewed every 2 years by trustees. The designated Named Person for Safeguarding Adults will be involved in this process and can recommend any changes. This person will also ensure that any changes are clearly communicated to all trustees and core team.

Review date: March 2024