



# Joint Policy and Procedures for Safeguarding Adults from Abuse - Accessible Summary

Avon and Somerset  
Constabulary



Avon and Wiltshire **NHS**  
Mental Health Partnership NHS Trust

North Bristol **NHS**  
NHS Trust

South Gloucestershire **NHS**  
Primary Care Trust

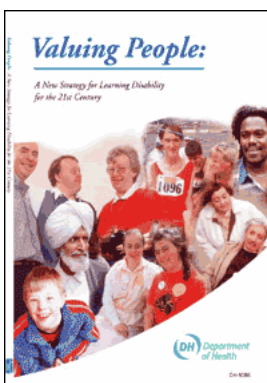


# Introduction

There have been a lot of Policies and changes in the law that has made people think more about safeguarding adults (making sure adults are safe from abuse). Here are some of them.



'No Secrets' in 2000 - this is a guide for people if they want to develop their own policies and procedures to protect "Vulnerable adults".



'Valuing People' in 2001 - this paper wanted services think more about Independence, Well-being, Choice and Inclusion when they were planning services



'Safeguarding Adults' in 2005 - These are standards of good work. This is what people should aim for when working to safeguard adults.

# What is abuse?

Abuse could be:



**Physical** - this is things like hitting, slapping, pushing, kicking and giving you the wrong medication



**Sexual** - this is things like rape or being touched in private parts of your body when you don't want to.



**Psychological** - this is things like making you feel embarrassed, saying things that make you unhappy or shouting and swearing at you.



**Financial** - this is things like taking money from you or making you give away the things that are yours.



**Neglect** - this is things like not giving you the care that you need, this could be to do with your health, your medicines or even your food.



**Discrimination** - this could be someone being unkind to you because of things like being black, being a woman or being disabled



**Institutional** - this could be any of the things that are already talked about in this section, but it happens again and again. This could be because the people who are caring have never been told how to treat someone well.

## Who abuses?



People who abuse others could be:

- A paid carer or volunteer
- A partner, relative, friend or child
- A health or social care worker or other professional
- Another person who gets a service from community care
- A stranger

# Where does abuse happen?



Abuse can happen anywhere. This includes people's homes, a public place, a hospital or a residential home.



Abuse is more likely to happen in places where there are not many other people or where other people from outside take little notice of what is happening.



# The Policy Statement



1. All people have the right to live their lives free from violence, exploitation and abuse

2. All people have the right to live independently and make choices, even if those choices have risks.



3. This Policy aims to:

- Enable adults to be safeguarded against abuse
- Make people more aware about the abuse of adults
- Lower the risk of abuse in all settings
- Make sure that the right procedures are followed if someone is being abused



4. Protect those people who are more vulnerable because of their disability



5. Abuse can happen to anyone so don't make assumptions about people and how vulnerable they might be



6. Anyone who reports abuse should be listened to and the right procedures should be followed



7. People who provide services should make sure the service-user feels empowered to be independent

8. People who are going through Safeguarding Procedures should be involved as much as possible and all communication needs met



9. When looking into reports of abuse, try not to make changes that will make the service user unhappy

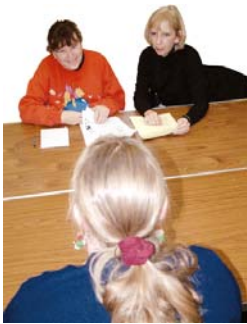


10. All agencies that provide a service to South Gloucestershire residents should have their own safeguarding policies and procedures, but can use this one to work from



11. Everyone who gets a service from Community Care and Housing has the right to:

- Advice
- Support for their human rights
- Be protected by the law
- Access to civil and criminal justice system
- Access to victim support services
- Access to advocacy services



12. All agencies that provide a service to South Gloucestershire residents should recruit their staff using a system that safeguards adults from abuse



13. All agencies that provide a service to South Gloucestershire residents should make sure that their staff go on the 'Alerter' training that is run by the Community Care and Housing Department



14. An Annual report will be written to show how well the policy and procedures have worked

# The Procedures

## Stages

South Gloucestershire will follow a process (step by step way of dealing with something) if they think someone may be being abused. The safeguarding adults process is broken down into 7 steps (or stages):



### 1. Alert

A report is made that someone may be at risk from being abused or neglected



### 2. Referral/contact

The report is passed to the Community Care and Housing Department. The Team or District Manager talk about what happens next



### 3. Decision

Decide if this should go through the Safeguarding Adults procedure or not



#### **4. Strategy**

The Safeguarding Process is planned for example what is the best way to make sure the person is safe and find out what has happened



#### **5. (Risk) Assessment**

Look into the risk and make choices about the best way to safeguard



#### **6. Safeguarding Plan**

A plan is made and agreed to make sure the risks are reduced. This plan is put into action



#### **7. Plan Review**

The Plan is reviewed and any changes that are needed are made. If the plan needs to stop that will be decided at this stage