



Saxmundham Music & Arts CIC (SMART)

Vulnerable Adults Safeguarding Policy Statement.

This policy will enable Saxmundham Music & Arts Community Interest Company (SMART CIC) to demonstrate its commitment to keeping safe the vulnerable adults with whom it has contact with at various times. SMART CIC acknowledges its duty to act appropriately to any potential allegations, reports or suspicions of abuse.

It is important to have the policy and procedures in place so that our volunteers, service users and management committee can work to prevent abuse and know what to do in the event of abuse.

The Policy Statement and Procedures have been drawn up in order to enable SMART CIC to:

- promote good practice and work in a way that can prevent harm, abuse and coercion occurring.
- to ensure that any allegations of abuse or suspicions are dealt with appropriately and the person experiencing abuse is supported.
- and to stop that abuse occurring.

The Policy and Procedures relate to the safeguarding of vulnerable adults. Vulnerable adults are defined as:

- People aged 18 or over
- Who are receiving or may need community care services because of learning, physical or mental disability, age, or illness
- Who are or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

This policy applies to all the management committee, members, paid staff, including volunteers, and anyone assisting or working at SMART CIC events.

It is acknowledged that significant numbers of vulnerable adults are abused and it is important that SMART CIC have a Safeguarding Adults Policy, a set of procedures to follow and puts in place preventative measures to try and reduce those numbers.

In order to implement the policy SMART CIC will work:

- to promote the freedom and dignity of the person who has or is possibly experiencing abuse
- to promote the rights of all people to live free from abuse and coercion
- to ensure the safety and well-being of people who do not have the capacity to decide how they want to respond to abuse that they are experiencing
- to manage services in a way which promotes safety and prevents abuse
- To brief staff and volunteers safely, ensuring all necessary checks are made
- Attempt to possibly provide effective management supervision, support and training

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- will ensure that all management committee, members, paid staff, volunteers or anyone assisting or working at SMART CIC events are familiar with this policy and procedures
- will work within the framework of the Suffolk Safeguarding Adult Board (SAB) Policy and Procedures.
- Will pass information to SAB when more than one person is at risk. For example: if the concern relates to a worker, volunteer or organisations who provides a service to vulnerable adults or children
- will inform SAB where a person is in danger, a child is at risk or a crime has been committed.
- will possibly make a referral to SAB team as appropriate
- will endeavor to keep up to date with national developments relating to preventing abuse and welfare of adults
- will ensure that the Designated Named Person understands his/her responsibility to refer incidents of adult abuse to the relevant statutory agencies.

The Designated Named Person for Safeguarding Adults at SMART CIC is Terry Barrow. 07771 877454.

He should be contacted for support and advice on implementing this policy and procedures.

This policy should be read in conjunction with the Suffolk County Council Adult Community Services Multi-Agency Safeguarding Adults Policy and Procedures documents which are available at: <http://www.suffolkas.org/assets/Publications/Policies-and-Procedures/Safeguarding-Policy-Home-Page/Suffolk-Safeguarding-Adults-Policy-and-Operational-Guidance.pdf>

What to do if you are concerned about the immediate safety of a vulnerable adult:

Please dial **999** if you feel that the matter is very urgent and a vulnerable adult is in immediate danger, otherwise you can make a referral by:

- Calling Customer First on **0808 800 4005** (please note that outside office hours your call will transfer to the social work Emergency Duty Service)

Please be advised that the online referral generates an automatic receipt. If this is not received, please call **0808 800 4005** to make the referral.