

SAFEGUARDING POLICY

LWDW Training UK is committed to safeguarding and promoting the welfare of all individuals involved in supporting a person as they journey towards the end of their life.

Our policy aims to incorporate statutory reports/guidance into our person-centred practice. In formulating our policy we have referred to key documents such as *Statement of Government Policy on Adult Safeguarding*, DoH. May 2013; *No secrets: Guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse*, first published: 20 March 2000, last updated: 22 January 2015

1. Definition of a vulnerable adult

We are defining an adult as anyone over 18 years of age and using the broad definition of a 'vulnerable adult' as a person: "who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation" (No secrets)

2. What constitutes abuse?

Abuse can be described succinctly as "a violation of an individual's human and civil rights by any other person or persons." (No secrets)

This may consist of single or repeated acts, it may occur in any relationship and lead to the significant harm, or exploitation of the person.

The main forms of abuse are

- Physical
- Sexual
- Psychological
- financial or material abuse
- neglect and acts of omission
- discriminatory

For details and examples (No secrets)

3. LWDW Training's safeguarding responsibilities

3.1 We acknowledge our duty to:

- help directors, staff and volunteers recognise their responsibilities (through guidance, support and training)
- be respectful aware and diligent in all our interactions and relationships
- promote personal safety and minimise risk to staff, volunteers, clients and their families and our colleagues from other agencies

SAFEGUARDING POLICY

- act quickly, with respect and consideration for all involved, where there are serious causes for concern.

3.2 LWDW Training's Executive Director is designated to hold safeguarding responsibilities which include:

- a leadership and coordination role
- policy review and implementation
- the decision to contact relevant agencies

3.3 LWDW believes that everyone has rights as individuals and should be treated with dignity and respect. LWDW will strive to provide a safe environment for anyone participating in events and training or when receiving support.

3.4 LWDW will carry out risk assessments, and make reasonable, proportionate adaptations to their activities, if required.

3.5 LWDW reserves the right to refuse to admit vulnerable adults to LWDW programmes if it judges that the adaptation necessary to safeguard that individual's wellbeing goes beyond what is reasonable and proportionate.

3.6 All members of staff working closely with vulnerable adults have to be alert to possibilities of abuse and any concerns about the behaviour of any adult should be reported in accordance with procedures.

3.7 Volunteers and staff working directly with clients are required to have a current DBS check and abide by the doula Code of Conduct.

3.8 All staff receive training on safeguarding and confidentiality as part of their induction and are required to be aware of the code of conduct and this policy.

3.9 LWDW reserves the right to deny employment to individuals where permitted criminal records checks suggest they might pose a danger to the client's community. LWDW also reserves the right to suspend and/or dismiss staff members, in accordance with its employment procedures, from employment or from undertaking a specific role. This may apply if information was withheld about their criminal record at the point of employment, or one is acquired during employment.

3.10 Any staff member who considers that they themselves may be a vulnerable adult, are at liberty to seek support through supervision or counselling.

SAFEGUARDING POLICY

4. Procedures to be followed when abuse is suspected

4.1 All members of staff working closely with children and/or vulnerable adults have to be alert to possibilities of abuse. Any concerns should be logged appropriately and reported to the Executive Director as the Safeguarding Officer and they will decide what further action to take.

4.2 It is the duty of staff to inform only, not to investigate – this is the role of the Police and Social Services.

4.3 If staff, in the course of their work have a safeguarding issue brought to their notice, this must be treated as a priority over all work.

4.4 In situations where inappropriate behaviour has been reported, 'whistleblowers' will be respected and supported, while investigations are carried out.

4.5 Guidance with regard to a specific incident may be obtained from the Executive Director, Safeguarding Officer.

5. Key Contacts - Executive Director, Hermione Elliott

Reviewed 25 February 2016

References:

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/197402/Statement_of Gov Policy.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/197402/Statement_of_Gov_Policy.pdf)

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/194272/No secrets guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/194272/No_secrets_guidance_on_developing_and_implementing_multi-agency_policies_and_procedures_to_protect_vulnerable_adults_from_abuse.pdf)

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