

Adult Protection Policy



The Sea-Change Sailing Trust

Adult Protection & Prevention of Abuse Policy & Procedure

It is the policy of Sea-Change Sailing Trust (referred to as the 'SCST') to protect the civil and human rights of its service users by ensuring a consistent and effective response to individuals at risk of abuse or harm.

1. SCST will ensure all its workers and workers and volunteers receive information that enables them to recognise and identify abuse as a violation of an individual's human and civil rights by any other person or persons.
2. SCST will ensure that its workers and volunteers receive information in how to respond appropriately with service users who exhibit physical and/or verbal aggression. SCST will use physical intervention only as a last resort and in the best interests of the service user.
3. SCST will ensure that its workers and volunteers receive information in how to deal appropriately with service users' money and financial affairs.

Procedure to be followed in the Case of Concern or Allegation of Abuse:

1. All SCST workers and volunteers have a duty to report to The SCST manager in the first instance, any concerns or allegations of abuse.
2. Where The SCST manager is not available and/or it is out of hours, report should be made to the Social Services and/or parent organisation Emergency Duty Team.
3. The SCST manager (or Social Services Duty Team) has a duty to respond immediately and take action:
 - 3.1 to ensure the alleged victim is safe and supported;
 - 3.2 to call for medical intervention if required;
 - 3.3 to notify the Police if it is suspected that a criminal offence has been committed
 - 3.4 To notify the Care Quality Commission (CQC) or Ofsted as appropriate.

4. SCST will notify the Police in all cases of apparent or suspected physical injury, sexual offences, financial abuse, theft or misappropriation or where the alleged victim is requesting that the Police should be contacted.
5. Where the allegation relates to a member of staff, a report must be made to the appropriate line manager who will follow SCST's internal employee disciplinary procedure.
6. Where the allegation relates to an SCST worker or volunteer, The SCST manager will follow SCST's "Complaints Procedure". SCST will continue to provide support to the worker or volunteer during the investigative process in line with SCST "Complaints Procedure". Following the conclusion of the investigation SCST will hold an SCST review and will present the review report to the Independent Panel.
7. Information about a service user will not generally be shared with others without the consent of the individual concerned. However, where this puts the service user or others at risk, SCST will take responsibility for overriding this principle in accordance with SCST's Policy on Confidentiality.

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The Sea-Change Sailing Trust