ST ANNE'S COMMUNITY SERVICES

POLICY

1.23 Safeguarding Adults Policy

Policy Category	**Category 1 – ELT & Trustees, All Staff**
Policy/Procedure Cross Ref	**1.24 Safeguarding Children and Young People Policy** **4.01 Health and Safety Policy** **ZZ2.05 Safeguarding Adults Procedure**
Summary of Policy Changes	**V8.3 January 2024** – Template updated. **V8.4 June 2024** – Reviewed. 'DATIX' changed to Incident Reporting System. **V8.5 June 2025 –** Reviewed. Separated into a Policy and a separate Procedure **V8.6 March 2026 – Annual Review.**
Policy Owner	**Director of Operations & Quality**
Approval	**ELT – Quality & People Committee - Board**
Published Date	**August 2026**
Expiry Date	**August 2027**

1.0 Policy Summary

As part of our mission to be an outstanding provider of high-quality care, support and housing services that helps vulnerable members of society achieve their aspirations and lead fulfilling lives, Safeguarding is of paramount importance. The values of the organisation; Person Centred, Respectful, Open, Understanding and Dedicated form an integral part of meeting this mission at all times.

It is the responsibility of all staff and volunteers to protect, safeguard and promote the welfare of adults at risk. All staff and volunteers must recognise that Safeguarding is everyone's business and responsibility, this St Anne's Safeguarding Adult Policy and represents the commitment of us all to work together to safeguard adults at risk and that we will demonstrate a 'Zero Tolerance' approach to all forms of abuse.

The policy aligns with the Care Act 2014 and promotes a person-centred and empowering approach to safeguarding keeping the person at the centre of decision making around keeping them safe.

For the full details of this policy, please read the entire document, not just the summary.

2.0 Scope

All staff must read and follow the St Anne's Safeguarding policy and procedure and work within local safeguarding procedures in each of the geographic areas St Anne's has services to keep all Clients and people we support safe.

3.0 Main Policy Content

3.1 Key Principles of the Safeguarding Adults Policy

Empowerment: Adults are supported to make informed decisions.
Protection: there is a duty on all St Anne's staff to act on suspicions of abuse.
Prevention: St Anne's emphasis is on proactive measures to avoid and prevent abuse.
Proportionality: Our responses should be the least intrusive and appropriate to the risk.
Partnership: St Anne's will work in collaboration with safeguarding teams and agencies.
Accountability: St Anne's will ensure there are clear responsibilities and transparency in safeguarding actions.

The Quality and People Committee and the Board receive regular reports on safeguarding.

3.2 Types of Abuse

These include physical, sexual, psychological, financial, neglect, discriminatory, modern slavery, organisational abuse, domestic violence, self-neglect, and emerging concerns like mate crime and hate crime.

3.3 Safeguarding Process

This is covered in detail in the procedure. In this policy it is summarised as:

Raising Concerns: Anyone can raise a concern. Staff must act immediately if urgent.

Initial Enquiry: The Local Authority will assess the concern and determines next steps via their safeguarding teams.

Risk Management: This is used when a formal enquiry isn't needed but action is required.

Formal Enquiry: This is when an in-depth investigation is led by local authority safeguarding teams. St Anne's staff must comply with this.

Strategy Meetings and Case Conferences: This is the Multi-agency planning and review of safeguarding actions. St Anne's staff must comply with this.

Safeguarding Plan: This is developed with the adult at risk to manage and reduce harm.

3.4 Guidance

St Anne's Safeguarding procedures also include guidance and procedures for whistleblowing, information sharing, and record keeping.

The Appendices within the safeguarding adult's procedure provide tools such as decision-making flowcharts, contact numbers, and client outcome statements to support the procedure, comply with legislation, guidance and keep Clients and people St Anne's support safe.

4.0 Effects

The impact of this policy ensures that the individuals supported by St Anne's are involved, empowered, and protected. It also provides staff with the necessary safeguarding training and knowledge to maintain a safe environment.

5.0 Appendix

None