



Yenaa Housing

Safe Guarding Policy

February 2022



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Yenaa Housing Ltd
Adult Safeguarding Policy
February 2022

Policy Checklist	
Date of Implementation	Feb 22
Date of Last Review	Feb 26
Date of Next Review	Feb 28

Yenaa Housing Ltd is dedicated to ensuring that all vulnerable adults are protected and kept safe from harm whilst engaged in our services. Processes governed by legislations such as 'the Care act 2014' and 'The Mental Capacity Act 2005', ensure that we are at all times person centred and not process driven. Yenaa Housing Ltd works in partnership with agencies to support the prevention of abuse and to deal swiftly and decisively to secure the protection of adults at risk.

1. Introduction

1.0 - Yenaa Housing Ltd is dedicated to ensuring that all vulnerable adults are protected and kept safe from harm whilst engaged in services organised and provided by Yenaa Housing Ltd. We will also safeguard the welfare of vulnerable adults who use our services by protecting them from abuse.

1.1

2. Definitions

2.0 - Adult safeguarding is the term used to describe the process and

activity of protecting adults with care and support needs from neglect or abuse.

2.1 - However, the person does not have to be in receipt of care and support to be included.

2.2 - The Care Act 2014 describes the scope of safeguarding as being where a local authority has reasonable cause to suspect that an adult in its area has -

2.2.1 - needs for care and support (whether the authority is meeting any of those needs)

2.2.2 - is experiencing, or is at risk of, abuse or neglect, and

2.2.3 - as a result of those needs is unable to protect him or herself against the abuse or neglect or the risk of it.

2.3 - A prevailing principle in adult safeguarding is to ensure that we are at all times person centred and not process driven

2.4 - The Care Act (2014) states:

“Making safeguarding personal means it should be person-led and outcome-focused. It engages the person in a conversation about how best to respond to their safeguarding situation in a way that enhances involvement, choice and control as well as improving quality of life, wellbeing and safety.” (p.233).

3. The Principles of Safeguarding.

3.1 - Empowerment – presumption of person led decisions and informed consent

3.2 - Prevention – it is better to act before harm occurs.

3.3 - Proportionality – proportionate and least intrusive response appropriate to the risk presented

3.4 - Protection – support and representation for those in greatest need

3.5 - Partnerships – local solutions through services working with their communities.

3.6 – Accountability –

4 Capacity, Consent and Decision Making

4.0 - Staff should adhere to the following principles where concerns arise regarding capacity

4.0.1 - The consideration of capacity is crucial at all stages of Safeguarding Adults Procedures. For example, defining the ability of an adult at risk to make lifestyle choices, such as choosing to remain in a situation where they risk abuse; determining whether a particular act or transaction is abusive or consensual; or determining how much an adult at risk can be involved in making decisions in a given situation.

4.0.2 - The Mental Capacity Act 2005 provides a statutory framework to empower and protect adults at risk who may not be able to make their own decisions. It makes it clear who can take decisions in which situations and how they should go about this. It enables people to plan ahead for a time when they may lose capacity.

4.1 - The whole Act is underpinned by a set of five key principles

4.1.1 - A presumption of capacity - every adult has the right to make his or her own decisions and must be assumed to have capacity to do so unless it is proved otherwise

4.1.2 - The right for individuals to be supported to make their own decisions - people must be given all appropriate help before anyone concludes that they cannot make their own decisions

4.1.3 - That individuals must retain the right to make what might be viewed as eccentric or unwise decisions

4.1.4 - Best interests - anything done for or on behalf of people without capacity must be in their best interests

4.1.5 - Least restrictive intervention - anything done for or on behalf of people without capacity should be the least restrictive of their basic rights and freedoms.

5 Agencies involved with Adult Safeguarding:

5.0 - There are several agencies involved with the safeguarding of adults at risk these include

5.0.1 - Local Authorities

5.1.2 - NHS

5.1.3 - Police

5.1.3 - Education

5.1.4 - Housing

5.1.5 - Voluntary and charitable groups

5.1.6 – Advocacy

5.1 - It is important that Yenaa Housing Ltd works in partnership with these and other agencies as required to support the prevention of abuse and to deal swiftly and decisively to secure the protection of adults at risk.

6 Reporting a safeguarding concern

6.0 - There may be occasions when an employee / tenant / housing provider has safeguarding concerns about someone who does not want any help and refuses any requests for information about their situation to be shared with other safeguarding partners' e.g. local authority. In this situation, we should respect their wishes although it is perfectly acceptable to share such information within our organisation e.g. with a line manager.

6.1 - There are, however, circumstances where it is reasonable for an employee to override the wishes of the individual and inform appropriate external agencies, these include where:

- 6.1.1 - A crime has been committed or sharing the information could prevent a crime

- 6.1.2 - The person lacks mental capacity to make the decision

- 6.1.3 - The person has mental capacity to make the decision but may be under duress, threatened or coerced

- 6.1.4 - Other people are, or may be at risk, including children or young people

- 6.1.5 - Staff / tenant / housing provider are implicated

- 6.1.6 - The alleged abuser is also an adult 'at risk'

- 6.1.7 - the information is requested by court order or other legal authority

6.2 - The safeguarding principle of proportionality should underpin decisions about sharing information without consent

7 Record keeping of a safeguarding concern

7.0 - It is paramount that all staff keep accurate records of any safeguarding concerns and actions and may need to make a few written notes to capture key points until they are able to do so. In making any record, staff need to remember to

NEVER ASK LEADING QUESTIONS. SIMPLY LISTEN AND WRITE DOWN WHAT IS BEING SAID. YOU ARE NOT TRAINED TO INTERVIEW POTENTIAL VICTIMS.

7.1.1- Make a record as soon as you are able to safely do so in order that important details are not forgotten

7.1.2 - Ensure you record the date, time and setting and what you witnessed or, was reported to you clearly and using the person's own words as told to you

7.1.3- Be objective and ensure fact and opinions are clearly indicated

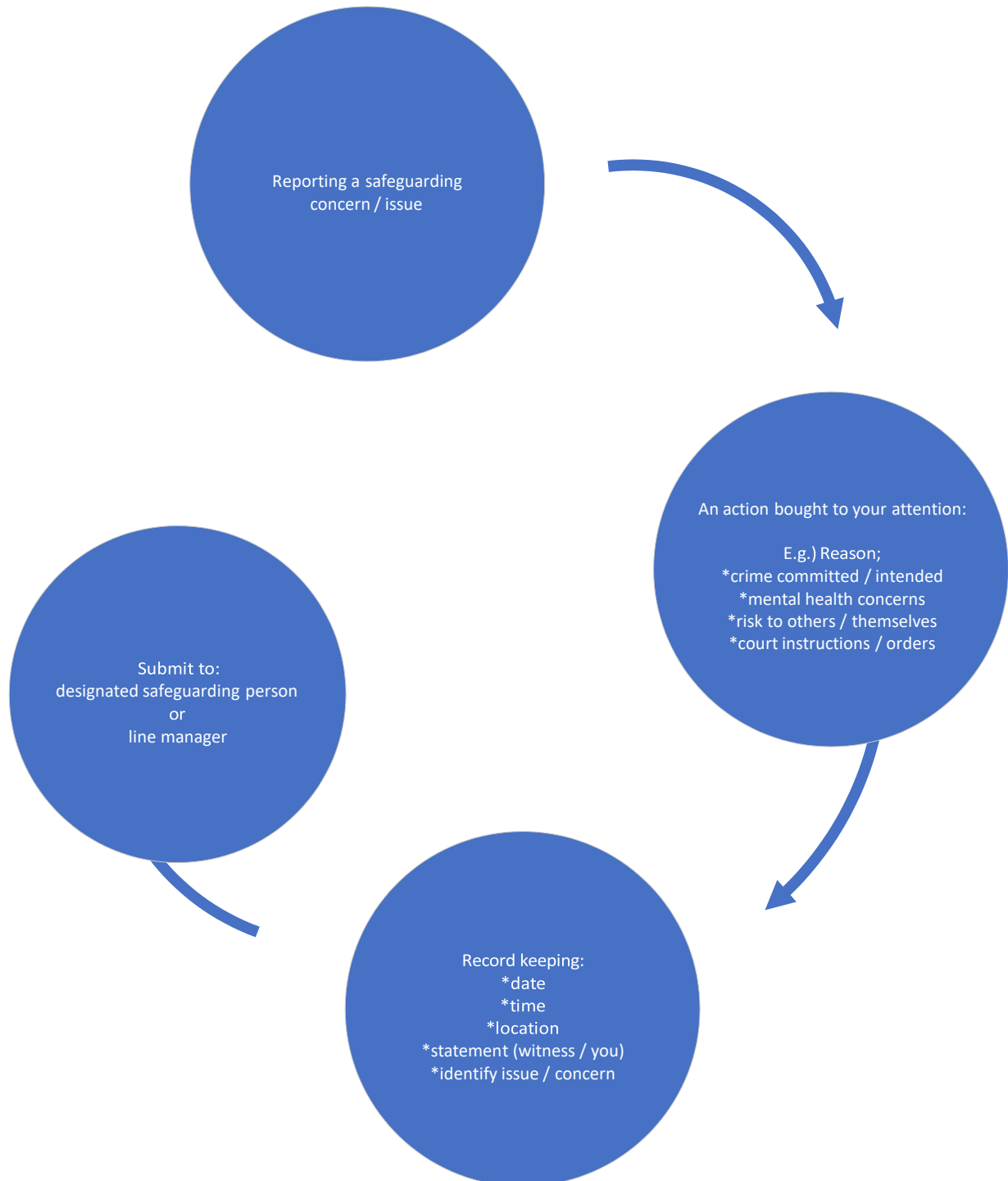
7.1.4- If you make any handwritten notes, they must be legible, remember it may be required as part of future legal or a disciplinary action.

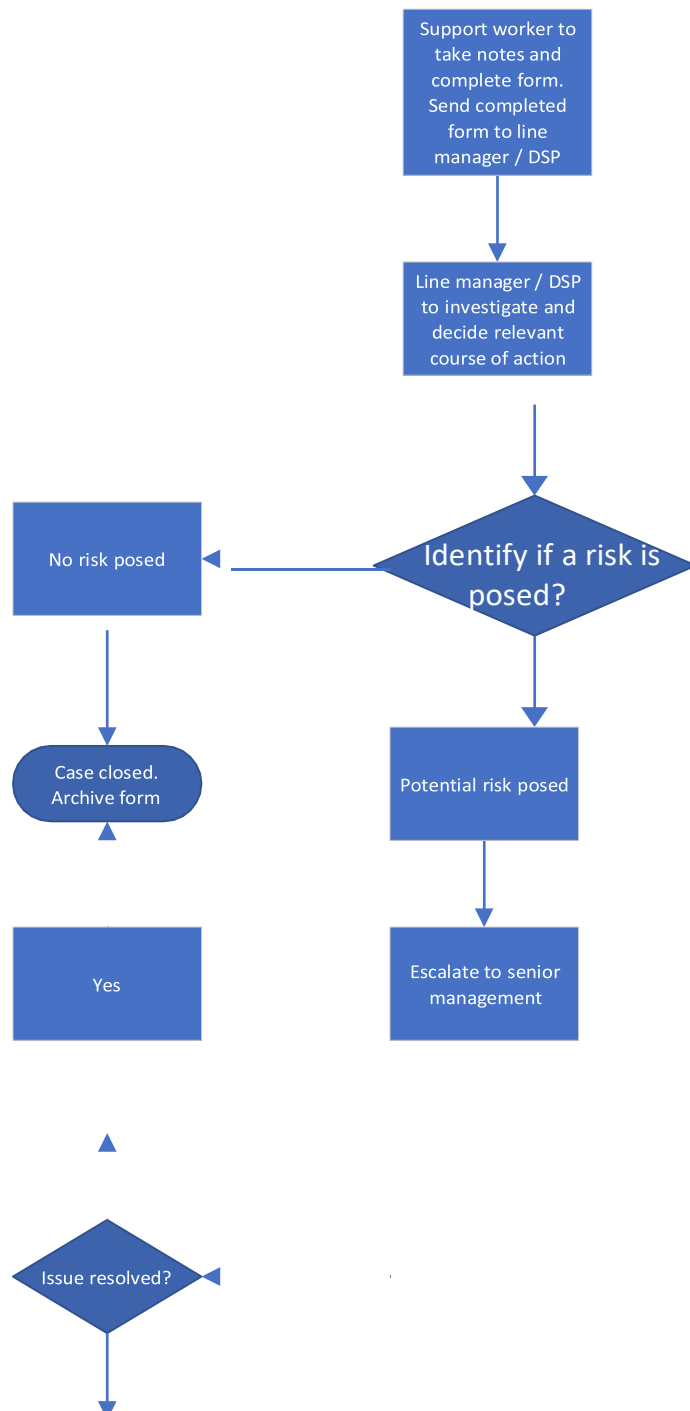
7.1.5 - If you make any notes, remember to keep them safe until you can hand it to your line manager or designated safeguarding person (DSP)

DSP (~Sean Gilligan) 07345500390

9 Training

Yenaa will ensure the enrolment and course completion of all those directly involved with vulnerable adults via a mandatory online training course





Important numbers:

Birmingham Adult Safeguarding referral form

https://www.birmingham.gov.uk/info/20018/adult_social_care/111/report_possible_abuse_or_neglect_of_an_adult_with_care_and_support_needs