



Vulnerable Adult Protection Policy

A vulnerable adult is defined as someone over the age of 16 years who is or maybe in need of community care services by reason of mental or other disability, age or illness and who is or maybe unable to take care of him/herself or unable to protect him/herself against significant harm or exploitation.

Abuse is the harming of another individual usually by someone who is in a position of power, trust or authority over that individual. The harm may be physical, psychological or emotional or it may be directed at exploiting the vulnerability of the victim in more subtle ways.

The One to One Project is committed to the wellbeing and safety of all clients, their families, volunteers and staff.

Responsibilities of the One to One Project:

- To ensure staff and volunteers are aware of the Adult Protection Policy and are adequately trained.
- To ensure enhanced CRB checks are carried out on volunteers and employees that have access to or work with vulnerable adults.
- To support and where possible to secure the safety of individuals and ensure that all referrals have identified risk and vulnerability.
- To declare any existing or subsequent convictions as failure to do so will be regarded as gross misconduct, possibly resulting in dismissal.

Responsibilities of Staff:

- To notify the appropriate agencies if abuse is identified or suspected.
- To keep all records of any incidents reported in a locked drawer and will be kept for as long as deemed necessary in line with Data Protection principles.
- To promote the principles and good practice to volunteers and other voluntary organisations.
- To clarify with the volunteer their roles and responsibilities regarding their relationship with vulnerable adults with whom they may be in contact. Regular supervision for staff and volunteers will monitor the work and offer the opportunity to raise any issues.

The vulnerable adult has the right to:

- Be made aware of this Policy
- To have alleged incidents recognised and taken seriously.
- To receive fair and respectful treatment throughout.
- To be involved in any process as appropriate.
- To receive information about the outcome.

All those expressing concern whether they be staff, clients, carers or volunteers, should be reassured that their comments will usually be treated confidentially but their concerns may be shared if they or others are at significant risk.