Coventry and Warwickshire Kidney Patients' Association (CWKPA) Safeguarding Vulnerable Adults Policy

This policy applies to all committee members, volunteers, and anyone working on behalf of CWKPA.

The CWKPA acknowledges its responsibility to safeguard the welfare of all vulnerable individuals involved in the CWKPA from harm. This Policy will enable CWKPA to demonstrate its commitment to keeping safe the vulnerable adults with whom it works alongside. CWKPA acknowledges its duty to act appropriately to any allegations, reports or suspicions of abuse.

It is important to have the Policy in place so that volunteers, service users and carers, and the CWKPA committee can work to prevent abuse and know what to do in the event of abuse.

This Policy has been drawn up in order to enable CWKPA to:

- promote good practice and work in a way that can prevent harm, abuse and coercion occurring.
- ensure that any allegations of abuse or suspicions are dealt with appropriately and the person experiencing abuse is supported.
- stop that abuse occurring.

Definition of vulnerable adults

Vulnerable adults are defined as people aged 18 or over who:

- are receiving or may need community care services because of learning, physical or mental disability, age, or illness, including an addiction to alcohol or drugs
- have a reduction in physical or mental ability
- have dependency upon others in the performance of, or a requirement for assistance in the performance of, basic physical functions
- have a severe impairment of their ability to communicate with others
- are or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Types of abuse

- physical
- discriminatory
- sexual
- psychological/emotional
- neglect
- financial or material

In order to implement the policy the CWKPA will work:

- to promote the freedom and dignity of the person who has or is experiencing abuse
- to promote the rights of all people to live free from abuse and coercion
- to ensure the safety and well being of people who do not have the capacity to decide how they want to respond to abuse that they are experiencing
- to manage services in a way which promotes safety and prevents abuse
- provide effective management for the Committee through supervision, support and training.

Key Principles

The key principles of the CWKPA Safeguarding Vulnerable Adults Policy are that:

- the welfare of the vulnerable adult is and must always be paramount to any other considerations
- all participants regardless of age, gender, ability or disability, race, face, culture, size, shape, language or sexual identity right to protection from abuse or harm
- all allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly
- CWKPA recognises that all vulnerable adults have the right to participate in their activities in a safe, positive and enjoyable environment, whilst at the same time being protected from abuse, neglect, harm and poor practice. CWKPA recognises that this is the responsibility of everyone involved, in whatever capacity, at the CWKPA events and socials.

CWKPA:

- will ensure that all members, volunteers, service users, and carers/families are familiar with this policy and procedures
- will usually gain permission from service users before sharing information about them with another agency
- will inform service users that where a person is in danger, or a crime has been committed, then a decision may be taken to pass information to another agency without the service user's consent
- will endeavour to keep up to date with national developments relating to preventing abuse and welfare of adults
- will ensure that the Designated Person understands his/her responsibility to refer incidents of adult abuse to the relevant statutory agencies

Best Practice Guidance

CWKPA will ensure that all its members follow the best practice guidance as set out below. In summary, the following are not acceptable and will be treated seriously by CWKPA and may result in disciplinary action being taken by CWKPA:

- travelling alone with a vulnerable adult, or adults
- consuming alcohol whilst responsible for vulnerable adults
- providing alcohol to vulnerable adults, or allowing its supply
- humiliating vulnerable adults
- inappropriate or unnecessary physical content with a vulnerable adult
- having an Internet or sexual relationship with any vulnerable adult developed as a result of being in a 'position of trust'
- making sexually explicit comments or sharing sexually explicit material.

Designated Person

The Designated Person for Safeguarding Adults in CWKPA is the Chairman. He/she should be contacted for support and advice on implementing this policy and procedures:

info@cwkpa.org.uk

POLICY IMPLEMENTATION

The welfare of vulnerable adults at Coventry and Warwickshire Kidney Patients' Association will only be properly protected if guidance is implemented effectively. CWKPA has devised this written policy which covers its own particular circumstances and meets its particular needs, and will ensure that this policy is followed fully. CWKPA policies are publicised in a policy document folder held by the Chairman, and on the CWKPA website:

http://www.cwkpa.org.uk

Chairman's Signature: G. Newman

MRS. GRACE NEWMAN

Date: 12-10-2015