



Arts 4 Dementia Safeguarding and Vulnerable Adults Policy

POLICY STATEMENT

Arts 4 Dementia (“A4D”) works with people living with dementia, including their carers and people who live with them. A4D recognises its responsibility to protect and safeguard the welfare of vulnerable people who may come into contact with A4D. Whilst A4D cannot be held responsible for the acts of third parties over whom it has little or no control, A4D is committed to reducing the potential for abuse and neglect and to providing a framework within which the dangers of abuse and neglect can be managed. A4D has therefore adopted the procedures set out in this document (“the Policy”).

Through its work and by means of this Policy, A4D is committed to:

- Valuing, listening to and respecting vulnerable people as well as promoting their welfare and protection.
- Safe recruitment of partners recruited or funded by A4D.
- Adopting a procedure for dealing with concerns about possible abuse.
- Supporting those affected by abuse.

RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances should anyone working A4D or a partner organisation carry out his/her own investigation into any allegation or suspicion of abuse. The person in receipt of an allegation or suspicion of abuse will:

- Report such allegation or suspicion as soon as possible to a coordinator appointed by A4D (“the Coordinator”), Nigel David Franklin, (telephone: 020 7239 4954) The Coordinator is nominated by A4D to handle the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.
- A4D may also be required by conditions of an insurance policy to immediately inform an insurance company and it shall do so.

- Allegations and suspicions must not be discussed with anyone other than the Coordinator named above. A written record of the matter should be made in accordance with A4D procedures and kept in a secure place.
- Whilst allegations or suspicions of abuse will normally be reported to the Coordinator, the absence of a Coordinator will not delay referral to the applicable child protection agencies or relevant authority ("the Relevant Authorities").
- A4D will support the Coordinator in his/her role, and accept that any information they may have in their possession will only be shared in a strictly limited way and on a need to know basis.
- It is, of course, the right of any individual to make a direct referral to the Relevant Authorities, although A4D hope that those involved with A4D projects will use this procedure. If any individual with a concern feels that a Coordinator has not responded appropriately, such person is free to contact the Relevant Authorities directly.
- We hope by making this statement the A4D's commitment to effective protection of vulnerable people is demonstrated.

The role of the Coordinator is to collate and clarify the precise details of the allegation or suspicion and pass this information on to the Relevant Authorities. It is the Relevant Authorities' task to investigate matters (under the Children Act 1989, or succeeding or other applicable legislation).

ALLEGATIONS OF PHYSICAL INJURY OR NEGLECT

If a person has a physical injury or symptom of neglect or where there are concerns about emotional abuse, the Coordinator responsible will:

- Contact the Relevant Authorities for advice in cases of deliberate injury, if concerned about a person's safety.
- Will not tell the carers unless advised to do so by the Relevant Authorities.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns (e.g. poor care), encourage the carer to seek help, but not if this places the person at risk of injury.
- Where the carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact the Relevant Authorities direct for advice.

ALLEGATIONS OF SEXUAL ABUSE

In the event of allegations or suspicions of sexual abuse, the Coordinator responsible will contact the Relevant Authorities directly. They will NOT speak to the carer or anyone else.

APPOINTMENT, SUPPORT, SUPERVISION & TRAINING OF WORKERS

A4D will take reasonable steps to ensure that parties engaged by A4D in furtherance of its work are appointed, trained, supported and supervised in accordance with the law and Government recommended practice.