

Protection of Vulnerable Adults Policy and Procedures

POLICY

Bridgend and District Beekeepers Association ("the Association") being a voluntary members organisation acknowledges that it may attract a vulnerable person into membership or as a visitor and may be in a position to identify instances of abuse occurring at Association Events. The Association accepts it has responsibility to report any suspicions of abuse to the appropriate agencies.

1 Definitions

1(i) Adult at Risk

An adult (over 18) who:-

- is experiencing or is at risk of abuse or neglect,
- has needs for care and support (whether or not the authority is meeting any of those needs), and
- as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

(Social Services & Well Being Act 2014)

(Guidance www.safeguarding.wales/en/adu-i/adu-i-a1/)

1(ii) Vulnerable adult (Adult at Risk)

Aged 18 years or over; who may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation. (Mencap)

1(iii) Significant Harm

There are no legal definitions for this under legislation relating to Vulnerable Adults but other legislation does give definitions for Harm & Significant

1(iv) Harm

- Ill treatment
- The impairment of physical or mental health (including that suffered from seeing or hearing another person suffer ill treatment).
- The impairment of physical intellectual, emotional, social or behavioural development including that

suffered from seeing or hearing another person suffer ill treatment).

(note Thomson Reuters Practical Law) (

uk.practacallaw.thomsonreuters.com/8-538-

0246?transitionType=Default&contextData=(sc.Default)&firstPage=true

1(iv) Significant

- in case law has been developed to mean enough to justify state intervention. (*Note Thomson Reuters Practical Law*)

(*Guidance uk.practicallaw.thomsonreuters.com/8-538-0246?transitionType=Default&contextData=(sc.Default)&firstPage=true*)

1(v) Abuse or ill treatment

- Physical Abuse
- Sexual Abuse
- Psychological Abuse
(*includes threats of harm or of being left alone, making fun of people, calling people names, taking people's friends or services away*).
- Financial exploitation or Material Abuse includes
(*includes having money or other property stolen, being defrauded, being pressured in relation to money or property or having money or property misused*)
- Neglect
(*examples:- not getting a person to a doctor or dentist etc. when they need one, not thinking about risks, not giving a person their food, tablets or medicine, not keeping them warm*).

1(vi)

- Abuser
may be anyone but the person is normally associated with the vulnerable adult (immediate family or relatives, professional staff and friends any of whom could deliberately exploit or abuse a vulnerable adult.)

2 PROCEDURE

This procedure for Bridgend Beekeepers applies to members attending an Association Meeting or Event and covers what may be witnessed or heard at that event. Members are reminded that abuse may not be intended but the abuser is more likely to be known by the abused because of a trusted relationship built up over time.

Stranger abuse is more akin to violent or other aggressive behaviour.

3 Members with Caring responsibility for a Vulnerable Adult

- 3(i) The Association wishes to work with carers including family members who undertake the said caring role of a vulnerable adult. The association membership categories namely 'family' or 'corporate' provide a method where 'carer' and vulnerable adult may be linked together providing a communication link between Association and Vulnerable adult and their carer.
- 3(ii) The Carers family and or Care provider need to appreciate that the Bridgend Beekeepers Association does not have available any specialist caring skills.

- 3(iii) The Association expects the Vulnerable Adult to come with their Carer when attending an Association event or activity and the carer is expected to take the responsibility to keep the Vulnerable Adult safe.

4 Precautionary measures for Members of Bridgend Beekeepers who have no caring responsibilities at the Event or Activity

Members without adult care responsibilities whilst at an Association or Event should not:-

- 4(i) presume that the taking of photographs is acceptable, there is a dual risk between getting undeniable permissions or causing offence. It is easier not to take a group photograph.
- 4(ii)
- spend an excessive length of time with a vulnerable person away from other people
 - inappropriately befriend a vulnerable adult
 - make suggestive remarks or tease
 - allow a vulnerable adult to use inappropriate language unchallenged
- 4(iii) do things of a personal nature that the vulnerable person can do for him/her self.
- 4(iv) exchange gifts with a vulnerable person in a preferential or exclusive manner.
- 4(v) take a vulnerable adult to their home or to their car unless it is a medical necessity, at which time career (or family carer) should accompany you
- 4(vi) under the pretence of play engage with a vulnerable adult by way of touch or suggestive behaviour or do any act of a personal nature that the Vulnerable adult could do for themselves

5 Specific reporting responsibilities of Members of Bridgend Beekeepers

- 5(i) In the event that we have a serious incident involving 'Abuse' at an Association Activity or Event apply your common sense and call the Police as you would if it happened at your home or in the street outside.
- 5(ii) At a lower level than that identified in 5(i) above if any member observes any indications of Abuse at an Association Activity or Event the member should seek an explanation from the parties involved. If a Trustee is available involve them. Do not put yourselves a risk yet try to remain polite and calm and be aware that raised voices in other cultures and families is not unusual
- 5(iii) Try to get names of those involved and as the majority of persons attending an event will be Association members so probably somebody will know those involved. If the member remains unhappy with the responses or if the group has become unco-operative just explain that you believe the incident amounted to abuse and the information you have will be passed on. A Trustee or member running the event should decide if any persons should be ask to leave.
- 5(iv) Write down your record as best you can, recording place date, time, what you saw, what you heard and the names (identities) or descriptions of those involved (car numbers are great in identifying

people) If you can get the words used so much the better and get it written up quickly.

- 5(v) Remember we are still only dealing with an Association Activity or Event, it is not likely to happen but if a vulnerable Adult discloses information to you which suggest he/she is being abused you need to listen carefully and record in writing what you are being told. Do not prompt or probe it is not for you to investigate. Write down your record as per 5(iv)
- 5(vi) It is not for you to keep a secret and explain the information will be passed on
- 5(vii) Do not confront any alleged abuser it is not your role but the matter needs to be reported ungently. You need to do this yourself calling Bridgend Council Social Services 01656 642279 (out of hours Emergency Duty Team on 01443 743665). Further the Association Safeguarding Officer and Association Secretary needs to know and he / she might be available to help (we do not have 24hr cover unlike the Local Authority Social Services
- 5(viii) Do not worry that you may be mistaken, it is better to have discussed it with somebody with the experience and responsibility to make an assessment.

6 **Specific responsibilities for Trustees :-**

- 6(i) To consider reports of alleged abuse or other poor behaviours, under any of the Associations procedures and keep adequate records of actions taken and or improvements made.
- 6(ii) To make members aware that they can raise safeguarding concerns using the contact facility on the website.
- 6(iii) otherwise input as necessary in regard to reports of abuse under this Procedure.
- 6(iv) review financial transactions made in the shop in the name of any Vulnerable Adult believed to be in membership.

7 **Recruiting safely**

- 7(i) Currently the Trustees do not believe that any of its events or activities require persons to have an enhanced check (DBS checks). In the event of change the Trustees must refer to current advice.

Contact Details

Role	Name	Contact
Association Safeguarding Officer	John Gilbert	01446772763
Association Assistant Safeguarding Officer		
Chairperson	John Gilbert	01446772763
Secretary	Ceri John	Website contact
Social Services Safeguarding Team	Can be contacted at anytime Duty Officer Emergency out of hours	01656 642279 01443 743665

Bridgend and District Beekeepers Association

**Protection of Vulnerable Adults
Policy and Procedures**

Record / Date Adopted.....

Signed by Trustees **Date**.....

..... Date _____

.....Date _____

..... Date

..... Date

..... Date

..... Date

..... Date

..... Date

..... Date