

# Christ Church Baptist, Kings Langley

## Safeguarding Adults at Risk Policy

Christ Church Baptist, Kings Langley is committed to safeguarding and promoting the welfare of adults at risk, engaged in the breadth of its activities.

The purpose of this policy is to outline the duty and responsibility of all persons working on behalf of Christ Church Baptist, Kings Langley in relation to the protection of adults at risk. A separate child protection policy exists and together with this policy completes our overall Safeguarding Policy for the Church.

### WHAT IS SAFEGUARDING?

**Safeguarding is the protection of adults and children from harm, abuse or neglect.**

We all have the same rights and expectations to independence, respect, choice, fulfilment of our ambitions, to be heard, included, and to have privacy and confidentiality. These expectations are central to the way in which we interact with each other in our life together.

Safeguarding involves a range of activities aimed at promoting the individual's fundamental right to be safe, having processes to follow should something go wrong, and support for everyone involved.

### THE THEOLOGY OF SAFEGUARDING

Each and every person is fearfully and wonderfully made, knitted together in their mother's womb, and loved by God who knows everything about them (Psalm 139). All are precious and have worth to God. Therefore the church should strive to be a place of welcome, inclusion and care for all –no matter their age, abilities, health or history.

### WHO ARE ADULTS AT RISK?

Some adults are less able to protect themselves than others, and some have difficulty making their wishes and feelings known. This may make them vulnerable to abuse.

The term '**adult at risk**' has replaced the previously used 'vulnerable adult',

The Care Act 2014 defines an adult at risk as "any person who is aged 18 or over and at risk of abuse or neglect because of their needs for care and support". "needs for care and support" could include but is not limited to: age, disability, physical or mental illness.

For purposes of ensuring consistent and widely understood terminology, this policy and procedures will use the phrase 'Adults at Risk' to identify those eligible for interventions within the procedures.

### LEGAL FRAMEWORK

This guidance reflects the principles contained within the Human Rights Act 1998, the Mental Capacity Act 2005, the Care Act 2014 and Public Interest Disclosure Act 1998.

The Mental Capacity Act 2005, covering England and Wales, provides a statutory framework for people who lack capacity to make decisions for themselves, or who have capacity and want to prepare for a time when they may lack capacity in the future. It sets out who can take decisions, in which situations, and how they should go about this.

The Human Rights Act 1998 gives legal effect in the UK to the fundamental rights and freedoms contained in the European Convention on Human Rights (ECHR).

The Care Act 2014 creates a statutory framework for the safeguarding of adults at risk which includes multi-agency decisions by the Local Authority, Police and others to protect adults at risk.

The Public Interest Disclosure Act 1998 (PIDA) created a framework for whistle blowing across the private, public and voluntary sectors. The Act provides almost every individual in the workplace with protection from victimisation where they raise genuine concerns about malpractice in accordance with the Act's provisions.

## WHAT IS ABUSE?

- Abuse is a violation of an individual's human and civil rights by any other person or persons.
- Abuse may consist of a single act or repeated acts.
- Abuse may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent.
- Abuse can occur in any relationship and it may result in significant harm to, or exploitation of, the person subjected to it.

The Care Act 2014 and Baptist Union Safeguarding Adults at Risk guidelines suggest the following as the main types of abuse:

Physical abuse	To inflict pain, physical injury or suffering.	<ul style="list-style-type: none"> <li>• Including hitting, slapping, pushing, kicking, misuse of medication, inappropriate restraint, or inappropriate sanctions.</li> </ul>
Emotional and Psychological abuse	<p>The use of threats, fear or power gained by another adult's position, to invalidate the person's independent wishes.</p> <p>Such behaviour can create very real emotional and psychological distress.</p> <p>All forms of abuse have an emotional component.</p>	<ul style="list-style-type: none"> <li>• Mocking, coercing, threatening or controlling behaviour.</li> <li>• Bullying, blaming, intimidation, verbal abuse, harassment or humiliation;</li> <li>• The lack of privacy or choice, denial of dignity, deprivation of social contact or deliberate isolation, withdrawal from services or supportive networks, threats of harm or abandonment.</li> <li>• Making someone feel worthless, a lack of love or affection, or ignoring the person.</li> </ul>
Sexual abuse	<p>Any non-consenting sexual act or behaviour.</p> <p>No one should enter into a sexual relationship with someone for whom they have pastoral responsibility or hold a position of trust.</p>	<ul style="list-style-type: none"> <li>• Including rape and sexual assault or sexual acts to which the vulnerable adult has not consented, could not consent or was pressured into consenting.</li> <li>• Indecent assault, incest, being forced to touch another person in a sexual manner without consent.</li> <li>• Making sexual remarks, suggestions and teasing.</li> <li>• Indecent exposure, being forced to watch pornographic material or sexual acts.</li> <li>• Enforced or coerced nakedness or inappropriate photography of a person in sexually explicit ways.</li> <li>• Being spied on while a person is undertaking personal care activities.</li> </ul>
Financial or material abuse	The inappropriate use, misappropriation, embezzlement or theft of money, property or possessions.	<ul style="list-style-type: none"> <li>• Including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions.</li> <li>• The misuse or misappropriation of property, possessions or benefits.</li> </ul>

		<ul style="list-style-type: none"> <li>• The abuse of influence, power or friendship to persuade a person to make gifts or change their will;</li> <li>• Being charged excessive amounts for services (such as minor building works on a property).</li> </ul>
<b>Neglect, Self-Neglect and acts of omission</b>	<p>A person's wellbeing is impaired and their care needs are not met. Neglect can be deliberate or can occur as a result of not understanding what someone's needs are.</p>	<ul style="list-style-type: none"> <li>• Ignoring medical or physical care needs, including not giving someone proper food or assistance with eating or drinking;</li> <li>• Failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating. This can be towards themselves or another in their care.</li> <li>• Failing to intervene in behaviour which is dangerous to the adult (particularly when the person lacks the mental capacity to assess the risks to themselves or to others).</li> <li>• Failing to provide a warm, safe and comfortable environment.</li> <li>• Deliberately withholding aids, such as walking sticks or hearing aids.</li> <li>• Denying social, religious or cultural contacts, or denying contact with the family.</li> <li>• Leaving alone or unsupervised.</li> </ul>
<b>Discriminatory abuse</b>	<p>The inappropriate treatment of a person because of their age, gender, race, religion, cultural background, sexuality or disability.</p>	<ul style="list-style-type: none"> <li>• Ageist, racist, sexist, or abusive behaviour based on a person's disability.</li> <li>• Abuse linked to a person's sexuality.</li> <li>• Harassment, slurs or similar treatment.</li> <li>• Withholding services without proper justification, or lack of disabled access to services and activities.</li> </ul>
<b>Institutional abuse</b>	<p>The mistreatment or abuse of an adult by a regime or individuals within an institution. It can occur through repeated acts of poor or inadequate care and neglect, or poor professional practice or ill-treatment.</p> <p>The church as an institution is not exempt from perpetrating institutional abuse</p>	<ul style="list-style-type: none"> <li>• The inability of an institution to safeguard people from emotional or even physical harm and neglect.</li> <li>• Having fixed rules and routines by which people are controlled.</li> <li>• People being prevented from doing things that are their rights.</li> <li>• Not having access to personal possessions or personal allowance.</li> </ul>
<b>Spiritual abuse</b>	<p>The inappropriate use of religious belief or practice.</p> <p>Coercion and control of one individual by another in a spiritual</p>	<ul style="list-style-type: none"> <li>• Forcing religious ideas or practices onto people, particularly those who may be vulnerable to such practices.</li> <li>• Extreme pastoral interference in personal</li> </ul>

	<p>context. The abuse of trust by someone in a position of spiritual authority.</p>	<p>matters –reducing individual choice and responsibility.</p> <ul style="list-style-type: none"> <li>• The misuse of scripture or power to control behaviour and pressure to conform.</li> <li>• The requirement of obedience to the abuser, or the suggestion that the abuser has a “divine” position.</li> <li>• Intrusive healing and deliverance ministries, which may result in people experiencing emotional, physical or sexual harm.</li> <li>• The denial of the right of faith or opportunity to grow in the knowledge and love of God.</li> <li>• Exclusion of people from the full range of church life (no arrangements for gluten-free wafers or non-alcoholic wine at Communion, or fear of involving those who are HIV positive).</li> </ul>
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There are other forms of abuse including:

Domestic, cyber, self-harm, mate crime, modern slavery, human trafficking, radicalisation, honour and forced marriage and historic abuse.

**If you are concerned about an adult at risk experiencing any one of these forms of abuse, please contact the church Designated Adult Safeguarding Officer**

## PROCEDURE

Procedure when an allegation of abuse is made or when there is a suspicion that an adult at risk has been abused or is at risk of harm or exploitation.

- It is important that adults at risk are protected from abuse. All complaints, allegations or suspicions must be taken seriously.
- Promises of confidentiality should not be given as this may conflict with the need to ensure the safety and welfare of the individual.
- A full record shall be made as soon as possible of the nature of the allegation and any other relevant information by the person to whom the allegation was made. Copies of this information will be kept in a secure location.
- This should include information in relation to the date, the time, the place where the alleged abuse happened, your name and the names of others present, the name of the complainant and, where different, the name of the adult who has allegedly been abused, the nature of the alleged abuse, a description of any injuries observed, the account which has been given of the allegation.
- Any suspicion, allegation or incident of abuse must be reported immediately to the **Designated Adult Safeguarding Officer** – if not available then the Deacon with responsibility for Safeguarding, Minister, or Secretary.
- This person shall if appropriate telephone and report the matter to the Health and Community Services, Hertfordshire County Council. The telephone report must be confirmed in writing to the department within 24 hours including the original report, the name and position of the person it was reported to by telephone and the date and time of the telephone report.

In the event of an incident or disclosure:

## DO

- Make sure the individual is safe.
- Assess whether emergency services are required and if needed call them.
- Listen.
- Offer support and reassurance.
- Ascertain and establish the basic facts.
- Make careful notes and obtain agreement on them.
- Ensure notation of dates, time and persons present are correct and agreed.
- Take all necessary precautions to preserve forensic evidence.
- Follow correct procedure
- Explain areas of confidentiality; immediately speak to your **Designated Adult Safeguarding Officer** for support and guidance.
- Explain the procedure to the individual making the allegation.
- Remember the need for ongoing support.

## DON'T

- Confront the alleged abuser.
- Be judgmental or voice your own opinion.
- Be dismissive of the concern.
- Investigate or interview beyond that which is necessary to establish the basic facts.
- Disturb or destroy possible forensic evidence.
- Consult with persons not directly involved with the situation.
- Ask leading questions.
- Assume Information.
- Make promises.
- Ignore the allegation.
- Elaborate in your notes.
- Panic

It is important to remember that the person who first encounters a case of alleged abuse is not responsible for deciding whether abuse has occurred. This is a task for the professional adult protection agencies, following a referral from the **Designated Adult Safeguarding Officer**.

## CONFIDENTIALITY

Safeguarding Adults at Risk raises issues of confidentiality.

Everyone has a responsibility to share relevant information about the protection of adults at risk with other professionals, particularly investigative agencies and adult social services.

All personal information regarding an adult at risk will be kept confidential. All written records will be kept by the **Designated Adult Safeguarding Officer** in the church safe for a specific time as identified in data protection guidelines.

Records will only record details required in the initial notes.

If an adult confides to someone and requests that the information is kept secret, it is important that the person confided in tells the adult sensitively that he or she has a responsibility to refer cases of alleged abuse to the appropriate agencies. Within that context, the adult at risk should, however, be assured that the matter will be disclosed only to people who need to know about it.

Where possible, consent should be obtained from the adult before sharing personal information with third parties. In some circumstances obtaining consent may be neither possible nor desirable as the safety and welfare of the vulnerable adult is the priority.

Where a disclosure has been made, the adult should be informed of the position regarding the role of the person confided in and what action they will have to take as a result.

The adult should be assured that they will be kept informed of any action to be taken and why. The adult's involvement in the process of sharing information should be fully considered and their wishes and feelings taken into account where possible.

## THE ROLE OF STAFF, VOLUNTEERS, CHARITY TRUSTEES AND CHURCH MEMBERS

- Christ Church Baptist operates procedures that take account of the need to safeguard and promote the welfare of adults at risk, including arrangements for appropriate checks on new staff, volunteers and deacons where applicable.
- All persons working (both paid and voluntary) on behalf of Christ Church Baptist and all church members have a duty to promote the welfare and safety of adults of risk.
- The first priority should always be to ensure the safety and protection of vulnerable adults. To this end it is the responsibility of all people to act on any suspicion or evidence of abuse or neglect and to pass on their concerns to the **Designated Adult Safeguarding Officer** or in an emergency the police.
- All Church Members and any subsequent new members will be given a copy of this policy to read and observe.
- All people working (both paid and voluntary) on behalf of Christ Church Baptist with adults will attend Adults at Risk Safeguarding training as soon as is possible after their appointment and receive refresher training every three years. This will include Minister, Charity Trustees, anyone carrying out pastoral duties on behalf of Christ Church Baptist, any coffee shop workers (paid or voluntary), leaders of any church organisations for adults.

## ROLE OF DESIGNATED ADULT SAFEGUARDING OFFICER

- The Designated Adult Safeguarding Officer will be appointed by the Church Meeting for a period of three years and will eligible for reappointment.
- The role of the Designated Adult Safeguarding Officer is to deal with all concerns and enquiries involving adults at risk that arise within Christ Church Baptist and refer on to the appropriate agency as required.
- The Designated Adult Safeguarding Officer will act as an advocate for adults at risk in all church matters to ensure that the needs of adults at risk are taken into account as appropriate.
- During each three year period of office the Designated Adult Safeguarding Officer will attend training provided through a local Baptist Association as this has been specifically designed to reflect safeguarding in a church context.

This policy will be reviewed by the deacons bi-annually and any updates or alterations brought to the next church business meeting.

Signed:

Date: .....

Designated Adult Safeguarding Officer for Christ Church Baptist:

Name

Contact details: