

Lolworth Parish Meeting's safeguarding Adults Policy and Procedure designed for Smaller Voluntary and Community Groups with irregular or limited contact with Adults at Risk

The aim of this policy is to ensure the safety of adults accessing **Lolworth Parish Meeting**.

When working with adults, **Lolworth Parish Meeting** will ensure it will:

- Promote their health and welfare.
- Respect and promote their rights.
- Work in a way which safeguards the wellbeing of each adult and protect them from abuse and neglect.
- Take appropriate steps if it becomes aware of any signs / incidents of abuse and neglect.
- Ensure Officers and volunteers are not expected to be alone or left unsupervised with adults who may be at risk, or to attend to their personal care needs.

Policy Aims

- To promote good practice and ensure that volunteers are able to work in an environment where there is irregular and low intensity contact with adults with confidence
- To provide adults who may be at risk with appropriate safety and protection whilst in the company of participating volunteers
- To allow volunteers to make informed and confident responses to specific Safeguarding Adults issues
- To monitor the level of contact with adults at risk to ensure that the contact is infrequent and of low intensity and below the threshold of DBS check requirements
- To ensure that adults at risk and their carers (if appropriate) are aware of what to do if they have a concern and that they would feel confident to pass their concern on.

To achieve this, the Parish Meeting has appointed Stephanie Chamberlain to be responsible for this policy.

She will:

- Ensure that the welfare of adults at risk is given the highest priority by the organisation, its Officers and volunteers
- Promote good practice and ensure that volunteers are able to work with adults at risk with confidence
- Ensure that this Policy and Procedure is enacted and monitored including the briefing, training and gathering feedback from volunteers
- Monitor contact with adults at risk to ensure that the frequency and intensity of contact is consistent with the DBS threshold levels.
- Act as the main contact for disclosing information around safeguarding adults at risk concerns
- Ensure that the concerns of adults at risk are heard and acted upon
- Be responsible for reporting incidents or concerns to appropriate authorities
- Ensure volunteers remain up to date with current practice and legislation

- Where appropriate, sign up to Cambridgeshire and Peterborough Safeguarding Partnership Board's Safeguarding Adults Policy and Procedures

Lolworth Parish Meeting will follow practice laid out in Section 42 – 46 of the Care Act 2014. This will be achieved by following the guidance and procedures found at:

<https://www.safeguardingcambspeterborough.org.uk/adults-board/cpsabprocedures/>

Lolworth Parish Meeting is committed to supporting the right of adults at risk to be protected from abuse and neglect and to making sure all officers and volunteers work together, in line with the Cambridgeshire County Councils Safeguarding Adults Policy, and act promptly when dealing with allegations or suspicions of abuse or neglect.

The Officers of Lolworth Parish Meeting believe:

- **SAFEGUARDING IS EVERYBODY'S BUSINESS** - Safeguarding is the responsibility of everyone. We will work together to prevent and minimise abuse. If we have concerns that someone is being abused our loyalty to the adult at risk comes before anything else – our organisation, other service users, our colleagues and the person's friends and family.
- **DOING NOTHING IS NOT AN OPTION** - If we know or suspect that an adult is being abused, we will do something about it. **We will report to:**

Customer Services

Cambridgeshire County Council
PO Box 144
St Ives
PE27 9AU

Tel: 0345 045 5202

Email: referral.centreadults@cambridgeshire.gov.uk

In an out of hours emergency: The Emergency Duty Team on 01733 234 724

To be reviewed annually.

Adopted by the Parish Meeting on [21 November 2024]