

STOCKSBRIDGE COMMUNITY LEISURE CENTRE



VULNERABLE ADULTS POLICY

The Care and Welfare of Vulnerable People and Responsibilities of Staff and Volunteers

1 Who is a Vulnerable Adult?

Answer “vulnerable adult”, is a person age 18 or older who:

- Suffers from a physical, psychological or emotional infirmity, which may impair the person’s ability to provide for his or her basic care without assistance.
- They may not have the ability to protect himself or herself from maltreatment, neglect or abuse.

2 What is Abuse?

Answer “abuse” includes:

- Physical, this includes slapping, punching, kicking or using any type of object that could cause physical harm.
- Neglect, this includes not assisting the individual or encouraging them to bathe, change or use toiletries which will lead to them smelling. Not providing food, shelter, heat etc.
- Persuading a vulnerable person to enter into a financial transaction to which he or she has not consented, or cannot consent.
- Mental Abuse, this includes swearing, taunting and letting the individual believe they are worthless and/or stupid.
- Sexual Abuse, leading an individual to engage in sexual activities to which they have not or cannot consent to.

3 Vulnerable Adults

- 3.1 In agreeing the procedures for dealing with suspected abuse of a vulnerable adult, Stocksbridge Community Leisure Centre (SCLC) acknowledges the individual’s right to a life, which maintains their independence and involves a degree of risk. Where the individual chooses to accept this risk, their wishes should be respected within the context of their capacity to understand the nature of the decision and its implications.
- 3.2 Staff and volunteers working for SCLC are placed in a position of trust with regard to the Service users taking part in SCLC activities. Anyone who abuses that trust will be subject to disciplinary action. It is the responsibility of the staff and volunteers of SCLC to report maltreatment of a vulnerable person. The procedure for this is detailed below.

4 Staff Member/Volunteer Code of Conduct

- 4.1 It is important that both Service users and Staff members/Volunteers can participate in SCLC activities in a safe and secure environment. This Code of Conduct has been developed for the protection of both Service users and Staff members / Volunteers. To this end, SCLC expects all its Staff members/Volunteers to abide by this Code of Conduct.

4.2 Each Staff member/Volunteer:-

- 4.2.1 Will abide by the Guiding Principles and Programme rules of SCLC in all activities as a SCLC staff member/volunteer
- 4.2.2 Will inform SCLC of any relevant police record or other factor, or any change in his/her circumstances, which may make him/her unsuitable either as a SCLC employee / volunteer or for any particular SCLC activity.
- 4.2.3 Recognises that the role of a SCLC employee/volunteer places him/her in a position of trust with regard to all vulnerable adults who are service users participating in SCLC programmes, the SCLC organisation, and to colleagues in the staff member/volunteer and staff network, and undertakes to uphold that trust at all times.
- 4.2.4 Will not behave in any way, physically or verbally, that could be offensive to a vulnerable adult.
- 4.2.5 Remember at all times that interactions between him/herself and vulnerable adults must be such that no reasonable person observing that interaction could construe its nature as abusive.
- 4.3 If you follow these simple guidelines, SCLC staff, volunteers and service users will work confidently together in mutual respect.
- 4.4 When dealing with issues concerning abuse of trust, Board Members must remember that the welfare of the vulnerable adults participating at SCLC is paramount, but that we also have a responsibility to ensure that our employees / volunteers are treated fairly and with respect. This procedure is designed to meet both those objectives.

5 Disclosure/Vetting (DBS checks)

- 5.1 Staff and volunteer recruitment procedures will include a DBS check at an enhanced level for all personnel with substantive access to vulnerable adults and should always include self-declaration and the use of references.
- 5.2 A Disclosure check is a document containing information held by the police and government departments. It is obtained from the Disclosure service of the Criminal Records Bureau and helps employers and voluntary organisations make safer recruitment decisions.
- 5.3 All staff working with vulnerable adults and those who have 'access' to vulnerable adults on a regular basis should be vetted and required to hold a DBS check at the relevant level.

In any contract of employment, it should be made clear that if any disclosure is received which in the reasonable opinion of the Board/Committee make the employee unsuitable to work with vulnerable adults, the Group has the right to terminate such contract immediately and without notice.