

26.1

Adult Safeguarding Policy

This document must be read alongside Hopian's Adult Safeguarding Procedures Document, which can be found here: <https://hopian.org.uk/Hopian-Safeguarding-Adult-Procedure-262.pdf>

(JB-note it is not uploaded yet so link will not work for now)

Hopian.org.uk

Hopian is a company limited by guarantee registered in England & Wales (company no. 7441391) and a registered charity (no. 1141699). Registered office address: 18 High Street, Rotherham, S60 1PP

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1. Purpose

This policy sets out Hopian's commitment to protecting adults from abuse, neglect and exploitation. It outlines our principles, legal obligations, and organisational responsibilities for safeguarding, consistent with national legislation including the Care Act 2014 and associated Care and Support Statutory Guidance.

This policy must always be read alongside the separate **Adult Safeguarding Procedures Document**, which details step-by-step actions, reporting pathways, and colleagues responsibilities.

Safeguarding is everyone's responsibility.

2. Scope

This policy applies to all individuals working with or on behalf of Hopian, including colleagues, students, volunteers, trustees and external contractors.

3. Definitions

3.1. Adult at Risk

An adult at risk is any person aged 18 or over who:

1. Has care and support needs.
2. Is experiencing, or at risk of, abuse or neglect.
3. Is unable to protect themselves due to those care and support needs

3.2. Making Safeguarding Personal (MSP)

This approach ensures safeguarding is person-led, outcomes-focused and rooted in respect for each adult's wishes, views and beliefs.

3.3. Transitional Legislation: Ages 18–25

Some individuals aged 18–25 may be supported under both the Care Act 2014 and the Children and Families Act 2014.

4. Legal & Policy Framework

Hopian's safeguarding duties are shaped by the following:

- ✔ **Care Act 2014** (primary legislation for adult safeguarding).
- ✔ **Care and Support Statutory Guidance** (defines MSP, partnership duties, SAB responsibilities).
- ✔ **Mental Capacity Act 2005** and **Deprivation of Liberty Safeguards**, with awareness of planned reforms toward **Liberty Protection Safeguards**, for which government consultation is signalled for 2026.
- ✔ **Human Rights Act 1998**.
- ✔ **Equality Act 2010** (anti-discrimination duties).

- ✔ **Domestic Abuse Act 2021** (including coercive and controlling behaviour) .
- ✔ **Rotherham Safeguarding Adults Board multi-agency policies and procedures**, including escalation and self-neglect guidance .
- ✔ Partnership responsibilities with the **National Health Service South Yorkshire Integrated Care Board (ICB)**.

5. Principles

Hopian adopts the six statutory principles of adult safeguarding:

1. **Empowerment.**
2. **Prevention.**
3. **Proportionality.**
4. **Protection.**
5. **Partnership.**
6. **Accountability.**

Additional commitments:

- ✔ **Trauma-informed practice.**
- ✔ **Anti-discriminatory practice;** recognising and addressing inequalities affecting safety and access to support.

6. Roles & Responsibilities

6.1. Board of Trustees

Responsible for governance, oversight, and ensuring the organisation maintains effective safeguarding arrangements.

6.2. Senior Leadership

Ensures policy implementation, review and alignment with legislative and local multi-agency requirements.

6.3. Management

Responsible for:

- ✔ Ensuring implementation of policy.
- ✔ Advising and supporting colleagues.
- ✔ Overseeing policy, training, auditing, recording, and quality assurance.
- ✔ Coordinating referrals to the Local Authority under Section 42 of the Care Act.
- ✔ Maintaining effective communication with appropriate boards and agencies.
- ✔ Staying informed of current local and national policies and legislation.

6.4. Designated Safeguarding Lead (DSL) & Designated Safeguarding Officers (DSOs)

Responsible for:

- ✔ Advising and supporting colleagues.
- ✔ Overseeing policy, training, auditing, recording, and quality assurance.
- ✔ Maintaining effective communication with appropriate boards and agencies.
- ✔ Staying informed of current local and national policies and legislation.

6.5. All Colleagues, Students, Volunteers & Contractors

Must recognise, respond to, record and report safeguarding concerns promptly, and follow all guidance within both this Policy and the Procedures Document.

6.6. Whistleblowing

Colleagues reporting concerns in good faith will be protected.

6.7. Colleague as Adults at Risk

Hopian recognises that safeguarding responsibilities apply to **ALL** adults, including colleagues, students, volunteers, trustees and contractors. In line with the Care Act 2014, an adult may be considered an adult at risk if they have care and support needs, are experiencing or at risk of abuse or neglect, and are unable to protect themselves as a result of those needs.

If a colleague becomes an adult at risk, Hopian has a dual responsibility to ensure their **safety and wellbeing**, while also ensuring the **continued safe delivery of services**. This reflects the Care and Support Statutory Guidance requirement for all organisations to act in a way that promotes wellbeing, prevents harm and works collaboratively to protect adults from abuse or neglect.

Where concerns arise regarding a colleague's safety, vulnerability or risk, Hopian will:

- ✔ Respond in accordance with the same safeguarding principles applied to all adults, including Making Safeguarding Personal;
- ✔ Consider whether the Care Act Section 42 duty for a safeguarding enquiry is met;
- ✔ Provide appropriate internal support and reasonable adjustments to promote wellbeing and safety;
- ✔ Take proportionate steps to assess and manage any implications for safe practice and service delivery, in line with accountability and proportionality principles;
- ✔ Maintain confidentiality and dignity, sharing information only on a need-to-know basis and in accordance with safeguarding information-sharing duties;
- ✔ Engage relevant external agencies where required, including Adult Social Care, Police and the National Health Service South Yorkshire Integrated Care Board.

This policy ensures that when a colleague becomes an adult at risk, Hopian responds with the same commitment to **safety, prevention, support and partnership** expected in all safeguarding situations, while upholding its responsibilities for **safe and accountable practice** across the organisation.

7. Categories of Abuse

Hopian recognises the categories defined in statutory guidance:

- ✔ Physical.
- ✔ Domestic Abuse.
- ✔ Sexual.
- ✔ Psychological / Emotional.
- ✔ Financial or Material.
- ✔ Modern Slavery.
- ✔ Discriminatory.
- ✔ Organisational.
- ✔ Neglect and Acts of Omission.
- ✔ Self-Neglect

Emerging forms of abuse, including online coercion, digital scams and misuse of artificial intelligence, will be incorporated into ongoing learning and training.

8. Anti-Discriminatory & Trauma-Informed Practice

Hopian will ensure that safeguarding responses take account of cultural, communication, disability-related and socioeconomic factors.

9. Mental Capacity, Consent & Liberty

- ✔ Mental capacity must always be presumed unless assessed otherwise.
- ✔ Where a person lacks capacity for a specific decision, the colleague must act in **their best interests**, following the Mental Capacity Act 2005.
- ✔ Colleagues must understand and escalate situations that may constitute a deprivation of liberty under the Deprivation of Liberty Safeguards, pending future transition to Liberty Protection Safeguards.

10. Information Sharing & Confidentiality

Safeguarding requires **timely, necessary and proportionate** information sharing, even without consent if risk of harm is present. Guidance in the Care and Support Statutory Guidance must be followed.

11. Responding to Safeguarding Concerns

(Full steps are detailed in the Adult Safeguarding Procedures Document.)

11.1. Immediate Response

- ✔ Ensure immediate safety.
- ✔ Contact emergency services if required.
- ✔ Do not promise confidentiality.
- ✔ Record the situation accurately, with time and date.

11.2. Internal Reporting

Report the concern to a manager and or the Designated Safeguarding Lead or Designated Safeguarding Officer **without delay**.

11.3. External Referral

A safeguarding concern must be raised with the Local Authority if the Care Act Section 42 criteria are met. Follow Rotherham Safeguarding Adults Board procedures.

11.4. Ongoing Support

Ensure the adult is supported and their desired outcomes remain central, in line with Making Safeguarding Personal.

12. Self-Neglect & Vulnerability & Risk Management (VARM)

Where self-neglect or hoarding is present, Hopian will follow the multi-agency Vulnerability and Risk Management process, as outlined by the Rotherham Safeguarding Adults Board.

13. Domestic Abuse

Domestic abuse includes controlling, coercive, threatening and violent behaviour between individuals aged 16 or over who are or have been intimate partners or family members.

Colleagues must follow relevant procedures for adults and children and consider both safeguarding and criminal thresholds.

14. Suicide & Self-Harm

Suicide and self-harm are serious safeguarding concerns. Colleagues should recognise signs of risk and act quickly to ensure the individual's safety and wellbeing. Any concerns should follow procedures outlined in the guidance, including external referrals if needed. Support should be person-centred, with ongoing risk assessment and collaboration with relevant agencies. Sensitivity and confidentiality are essential when supporting those affected.

15. Safer Recruitment & Workforce Management

Hopian is committed to safer recruitment, supervision, and clear behavioural expectations to reduce risk and ensure adults are safe. This includes screening, references, checks and training, and aligns with prevention guidance from national best-practice bodies.

16. Training

All colleagues will receive appropriate training during induction and annual refresher training, reflecting legislative changes, emerging risks and local procedures.

Enhanced training is required for the Designated Safeguarding Lead, Designated Safeguarding Officers and Management.

17. Recording Standards

All safeguarding records must be:

- ✔ Clear.
- ✔ Factual.
- ✔ Accurate.
- ✔ Dated and signed.
- ✔ Stored securely.
- ✔ Reflective of the adult's views, wishes and outcomes.

18. Governance & Learning

Hopian will participate in multi-agency work, including Safeguarding Adults Reviews coordinated by the Rotherham Safeguarding Adults Board, and incorporate findings into practice.

19. Complaints & Feedback

Any concerns about safeguarding practice or decisions can be raised through Hopian's Complaints Policy or via escalation processes within the Rotherham Safeguarding Adults Board.

20. Equality, Diversity & Inclusion

Safeguarding practice will comply with the Equality Act 2010 and ensure equitable access, participation and support.

Policy Review

The overall responsibility for this policy lies with the Chief Executive and the Board

Policy Author: **Sue Wynne** - Chief Executive Officer

Policy agreed by Trustees and Chair on : **April 2026**

Version no: **V3**

Date of next review: **April 2028**

Equality Impact Assessment (EIA)

Relevant Equality Area	Does the policy or its implementation:			Does Hopian need to proceed to full EIA? (If in doubt progress to full assessment)
	Breach Equalities Legislation?	Affect different groups in different ways (both positive and negative)	Promote equality/ good relations?	
Gender	No	No	Yes	No
Race	No	No	Yes	No
Disability	No	No	Yes	No
Sexual Orientation	No	No	Yes	No
Religion and Beliefs	No	No	Yes	No

Acronyms & Abbreviations

DSL Designated Safeguarding Lead

DSOs Designated Safeguarding Officers

EIA Equality Impact Assessment

MSP Making Safeguarding Personal

SAB Safeguarding Adults Board

ICB National Health Service South Yorkshire Integrated Care Board

VARM Vulnerability and Risk Management