

## **Safeguarding Vulnerable Adults Policy**

The Designated Safeguarding Lead: Charlotte Hailey-Watts  
(Learning and Public Programme Manager)

The Deputy Safeguarding Lead: Stephanie Fuller  
(CEO/ Director)

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844744 if you require this information in a different format

**Name of Organisation:** Ditchling Museum of Art + Craft

**Name of Governing Body:** Ditchling Museum Trust

**Date of Last Review:** January 2023

**Date at which this policy is due for review:** January 2024

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## **Policy Statement**

Our Safeguarding Policy and Procedures are for staff, volunteers and freelancers. The aim is to offer clear guidance and a process for safeguarding and to promote the safety and welfare of vulnerable adults and protect them from abuse and keep them safe from harm, both whilst on the museum premises and also in regards to anything concerning that might be disclosed to a staff member, volunteer or freelance tutor which is taking place away from the Museum site.

This is of particular significance to the work of our Outreach programme but it is important to recognise that a disclosure could take place or signs of abuse be witnessed or identified anywhere in the Museum and may be encountered by staff, volunteers and freelancers in all departments.

As part of our organisation's commitment to Equality and Diversity we will give equal priority to keeping all children and young people safe regardless of their age, disability, gender, race, religion or belief, sex, or sexual orientation. All children and young people have the right to protection from abuse and harm at all times and in all situations. The safeguarding of Vulnerable Adults is the responsibility of everyone who has involvement with Vulnerable Adults.

Ditchling Museum of Art and Craft acknowledges that some vulnerable adults may be additionally vulnerable to abuse because of the impact of discrimination, previous experiences, their level of dependency, communication needs or other issues and aims to be sensitive and responsive to this.

Safeguarding is everyone's responsibility. This policy applies to anyone working on behalf of Ditchling Museum of Art and Craft, including senior managers and the Board of Trustees.

### **We will:**

- Comply with current regulations concerning the safeguarding of vulnerable adults and seek to regularly update our practice.
- Raise the level of awareness of staff, volunteers and freelancers about the potential abuse of vulnerable adults
- Raise the level of awareness of staff, volunteers and freelancers about what vulnerable adults are entitled to be protected from.

- Ensure that all staff, volunteers and freelancers are able to recognise signs, that could signify the abuse of a vulnerable adult.
- provide guidelines for recording and responding to alleged or suspected incidents of abuse and to complaints related to the safeguarding of vulnerable adults.
- Ensure a safeguarding vulnerable adults concern overrides issues of confidentiality as stated in The Care Act, 2014
- Provide a clear code of practice to protect Ditchling Museum of Art + Craft's staff, volunteers and freelance tutors from the possibility of misplaced allegations regarding abuse of vulnerable adults
- Ensure that recruitment to projects working with Vulnerable Adults is of suitably experienced and qualified staff

### **Definition of a Vulnerable Adult:**

“The NHS defines vulnerable adults as any adult (person over the age of 18) unable to take care of themselves or protect themselves from exploitation. Many factors can influence adult vulnerability, experiences of vulnerability in childhood may negatively impact adults in later life – particularly if someone has fewer protective factors in place, such as a supportive family or a stable household income.”

- source: [www.gov.uk](http://www.gov.uk) 2022

### **Definition of a protective factor:**

“A protective factor is something that decreases the potential harmful effect of a risk factor”

- source: [www.gov.uk](http://www.gov.uk) 2022

## **Legal Framework**

Our policy and accompanying procedure has been drawn up on the basis of legislation, policy and guidance that seeks to protect Vulnerable Adults in England.

In England the law states that people who work with children have to keep them safe. This safeguarding legislation is set out primarily In [The Care Act, 2014](#) and [The Prevent Duty \(Adult Learners\) 2015 \(Revised 2021\)](#) Vulnerable Adults may be additionally susceptible to extremism and radicalisation.

**Declaration**

We are committed to good practice and reviewing our policy annually.

**This policy was last reviewed on:** January 19th 2023

Handwritten signature of Stephanie Finn in black ink, with a long horizontal line extending from the end of the signature.

**Signed:**

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**Job Title:**.....Director/CEO.....

**Date:** ..... 2 February 2023

