

Friends of Guys Marsh Prison

Charity Number 1168102

SAFEGUARDING VULNERABLE ADULTS' POLICY

Safeguarding Policy

This policy applies to all staff, including senior managers and the board of trustees, paid staff, volunteers and sessional workers, agency staff, students or anyone working on behalf of Friends of Guys Marsh Prison (FOGM)

A Vulnerable Adult

This relates to an adult who meets the following three key tests:

- The adult has needs for care and support (whether or not the local authority is meeting any of those needs);
- The adult is experiencing, or at risk of, abuse or neglect.
- As a result of their care and support needs, the adult is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

The purpose of this policy:

- to outline the duty and responsibility of staff, volunteers and trustees working on behalf of the organisation in relation to Safeguarding Vulnerable Adults.
- to provide staff and volunteers with the overarching principles that guide our approach to safeguarding vulnerable adults.

FOGM believes that a vulnerable adult should never experience abuse of any kind. All adults have the right to be safe from harm and must be able to live free from fear of abuse, neglect and exploitation.

Legal Guidance Framework

This policy has been drawn up based on law and guidance that safeguards vulnerable adults:

- Care Act 1989 (including Clause 45 "supply of information")
- Data Protection Act 1998 and General Data Protection Regulation GDPR (to apply from 25 May 2018)
- Freedom of Information Act 2000
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children & Families Act 2014
- Protection of Freedoms Act 2012
- Prevent Duty Guidance 2015
- The Dorset Safeguarding Adults Board Protection Policy, Protocols & Guidance 2015
- Mental Capacity Act 2005
- Deprivation of Liberty Safeguards, Code of Practice 2008
- Public Interest Disclosure Act 1998
- Equality Act 2010
- Safeguarding Vulnerable Groups Act 2006

This policy should be read alongside our policies & procedures on:

- Code of conduct for staff and volunteers
- Equality & Diversity
- Complaints
- Health and safety
- Safeguarding children in-conjunction with Barnardo's (Playworker)
- Governance documents issues by HMP Guys Marsh

Key Principles

The Care Act 2014 and the Care Act guidance set out statutory requirements to develop and assess the effectiveness of safeguarding arrangements founded on six key principles:

- **Empowerment** – presumption of person led decisions and informed consent.
- **Prevention** – it is better to take action before harm occurs
- **Proportionality** – proportionate and least intrusive response appropriate to the risk presented
- **Protection** – support and representation for those in greatest need
- **Partnership** – local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability** – accountability and transparency in delivering safeguarding.

FOGM is committed to upholding these key principles.

We will seek to keep vulnerable adults safe by:

- valuing them, listening to and respecting them
- appointing a Designated Safeguarding Officer (DSO), a deputy and a lead board member for safeguarding
- adopting safeguarding practices through procedures and a code of conduct for staff and volunteers
- developing and implementing an effective e-safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely, and sharing information about safeguarding and good practice via leaflets, posters, one-to-one discussions
- using our safeguarding procedures to share concerns and relevant information with agencies that need to know, and involving our service users, their families and carers appropriately.
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our service users, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance

FOGM is committed to upholding these key principles.

We will seek to keep trustee volunteers safe on visits to the prison by:

- recording and storing personal information professionally and securely in line with GDPR protocols
- using our safeguarding procedures to share concerns and relevant information with agencies that need to know, and involving our service users, their families and carers appropriately
- always following the protocols of HMP Guys Marsh when carrying out any visits to residents in-line with management staff of HMP Guys marsh.
- being aware of any situation that may place a visiting trustee in harms way and adopting the protocols on visiting procedures in line with management staff of HMP Guys marsh

Contact Details

Designated Safeguarding Officer (DSO)

Name: **Giles Fearn - Chair Friends of Guys Marsh Prison**

Email: chairman@friendsofguysmarsh.co.uk

Deputy DSO(s)

Name(s) **Steve Penson – Vice chair Friends of Guys Marsh Prison**

Email: FOGMtrustee@outlook.com

Dorset Safeguarding Adults Board

www.dorsetforyou.gov.uk/dorsetsafeguardingadultsboard

Action For Elder Abuse

www.elderabuse.org.uk

0808 808 8141

RESPOND

www.respond.org.uk

0808 808 0700

Rape Crisis

www.rapecrisis.org.uk


0808 802 9999

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

This policy was updated on: 08th August 2022

Appendix

Documentation for resident support



Friends of Guys Marsh Prison (FOGM) support request form.

Name	
Number	
Wing	
Age	
Date of Application	
Release date if known	
Prison Offender Manager	

1) **What area are you being released too?**


2) **Has accommodation been organised for your release?**

3) **What employment are you hoping for on release?**

4) **What purposeful activity have you done at Guys Marsh e.g. courses or employment?**

5) **Have you had involvement with the Employment Hub or Resettlement Academy?** YES NO

Friends of Guys Marsh Prison Support release document V2 21st July 2022



FOGM PROVIDE:

Tee shirt
Sweat shirt
Trousers
Socks
Underwear
Anorak

I require support with/for:

A Leavers Bag**

Clothing (If for interview please detail requirements*)

Educational or training needs not covered by Guys Marsh

Assistance towards enhancing future employment

* Clothing for interviews will be considered on a case by case basis

** Leavers bag has basic toiletries

Friends of Guys Marsh Prison Support release document V2 21st July 2022

Height / Build:

Size:

T-Shirt / Sweater Size:

Pants Size:

Trousers Leg & Waist Length:

Collar:

Socks Size:

Anorak Size:

Please ensure you are only filling out sections of clothing that you require. This will be checked against current stored property in Reception.

Please ensure applications are completed fully before returning to the Employment Hub



OFFICE USE ONLY

Nomis flags

Release package agreed by:

Date

Safeguarding process for resident visits

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