



ADULT SAFEGUARDING POLICY AND PROCEDURES

Our policy is based on the policy developed by Masorti Judaism.

We are grateful for their permission to use this policy and for the work they have done on this important topic.



New London Synagogue Vulnerable Adult Safeguarding Policy and Procedures
(Approved by the Board of Trustees of New London Synagogue May 2022)

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1. Introduction

New London Synagogue has a responsibility to prevent and report concerns about the abuse, neglect and ill treatment of adults who are at risk of being harmed.

There are legal requirements on statutory bodies under the Care Act 2014, and statutory guidance (Care and Support Statutory Guidance 2018) applying to the voluntary sector across England and the devolved nations, for organisations to do everything they can to recognise, and report abuse quickly and appropriately to keep adults safe, and to prevent such abuse from happening in the first place.

<https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance>

Anyone who is employed or volunteers for or on behalf of New London Synagogue, regardless of the type or amount of contact they have with adults who are at risk of abuse or vulnerable adults, has a role to play in safeguarding and protecting them. They must:

- a) Know how to recognise potential abuse of adults at risk/vulnerable adults
- b) Know what to do when safeguarding concerns arise
- c) Understand what New London Synagogue expects of them in terms of their own behaviour and actions

An adult at risk of abuse can be anyone over the age of eighteen, including service users, staff, or volunteers (see the 'terminology' section below). Whilst personal characteristics may make an individual more vulnerable, for example people with disability and communication difficulties, it is the situation around an individual which may increase risk or place them at potential risk of harm. It is therefore vital to be open to the possibility that any adult may be at risk and that this can be temporary or on-going depending on the support and protective factors around them.

This policy applies to all staff and volunteers (including trustees, chairs, and interns), secondees, agency staff, students, sole traders, and contractors, including associates and professional fundraising agencies. Third parties and assignees involved in services for New London Synagogue must also comply with our safeguarding policies, legislation, and all relevant regulatory codes of conduct.

2. Legal context

New London Synagogue adheres to legislation and statutory guidance enforced in England. The relevant law and guidance are as follows:

The Care Act 2014, which came into effect in 2015, is the primary legislation in England for the support and protection of adults. It represents the most significant reform of care and support in more than 60 years, putting people and their carers in control of their care and support. http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted_

The legislation sets out how people's care and support needs should be met and introduces the right to an assessment for anyone, including carers and self-funders, in need of support.

The act's "wellbeing principle" spells out a local authority's duty to ensure people's wellbeing is at the centre of all it does with greater emphasis on outcomes and helping people to connect with their local community. It seeks to ensure that people's eligibility for services will be the same across England.

3. Terminology

For the purposes of this policy and procedures, the following terms are used:

- a) **Adult at risk:** An adult at risk is 'any person who is aged 18 years or over and at risk of abuse or neglect because of their needs for care and support' (Care Act 2014 [England]). This definition is broadly consistent with definitions across the devolved nations. In Scotland, the definition of an 'adult at risk' or 'vulnerable adult' applies to those aged 16 years and over. In Northern Ireland the definition is, helpfully, broken down to assist in understanding as follows:
- b) **Adult at risk of harm** is a person aged 18 or over, whose exposure to harm through abuse, exploitation or neglect may be increased by their:
- Personal characteristics which may include, but are not limited to, age, disability, special educational needs, illness, mental or physical frailty or impairment of, or disturbance in, the functioning of the mind or brain. and/or
 - Life circumstances which may include, but are not limited to, isolation, socio-economic factors, and environmental living conditions.
- c) **Adult in need of protection** is a person aged 18 or over, whose exposure to harm through abuse, exploitation or neglect may be increased by their:
- Personal characteristics AND/OR
 - Life circumstances AND
 - Who is unable to protect their own well-being, property, assets, rights, or other interests; AND
 - Where the action or inaction of another person or persons is causing, or is likely to cause, him/her to be harmed.
- d) **Vulnerable adults-** This defines a vulnerable adult as a person who is or may be for any reason unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation
- e) **Safeguarding:** This describes the activity that is undertaken to protect adults at risk from abuse, harm, ill-treatment, and neglect.
- f) **Abuse:** This is the ill-treatment or abuse of an adult at risk. A person may abuse or neglect an adult at risk by inflicting harm or by knowingly failing to act to prevent harm.

Adults can be abused in a family, at a community fundraising event, in any type of institution/organisation, by those known to them or others, for example by those responsible for organising, participating, or providing support or care.

g) Prevention: This is how we seek to reduce the abuse of adults at risk occurring in the first place. This includes training, guidance and support for employees and volunteers, as well as for those receiving services.

h) Categories of Abuse: See appendix I.

4. Key Principles

New London Synagogue's approach to safeguarding adults at risk is based on the following principles:

- a) All adults have a right to equal protection from all types of harm or abuse, regardless of age, ability, gender identity, racial heritage, religious beliefs, sexual orientation, or personal characteristics which may indicate additional vulnerabilities.
- b) The best interests of a vulnerable adult are paramount in all safeguarding and protection considerations.
- c) Where concerns are identified, the key principles of working with adults at risk embedded in the Care Act 2014, will always inform the New London Synagogue's approach to interventions (see section 6 below)
- d) Where a concern is identified, we must communicate very clearly what we have done and will be doing to safeguard the adult at risk, unless to do so would in any way increase risk to themselves or others. Capacity will be assumed unless there is reason to believe that the person cannot understand.
- e) Concerns or allegations that New London Synagogue's staff or volunteers have abused, or neglected adults will be taken very seriously and managed sensitively and fairly in accordance with these policies, relevant legislation, and local procedures.

We deliver this policy by:

- f) Providing effective leadership and management for staff and volunteers through induction, supervision/one-to-one learning and mentoring, support, and training.
- g) Ensuring effective and robust safeguarding and protection practices by having clear policies, procedures, practice standards and guidance in place.
- h) Enabling staff to exercise professional judgement based upon seeking to act in the best interests of, and outcomes for, the adult at risk.
- i) Safe recruitment and employment practices to ensure that robust recruitment, selection, induction, and supervision processes are in place for all those who work for and with New London Synagogue.

5. Capacity and Consent

It is important to be alert to issues of cognitive capacity which can increase the vulnerability of people where they have a reduced ability to make informed decisions in the moment. This may be transient (e.g., due to fear, shock, injury, illness) or long term (e.g., due to learning differences, disability, mental health issues).

Whilst this is a complex issue, it should not get in the way of staff and volunteers genuinely seeking to ensure that all individuals are respectfully consulted in relation to participation in activities and/or sharing of information about them.

Capacity to consent is not simply based on age however, particularly where learning and communication difficulties and disabilities are identified. You should also consider a person's capacity to understand the consequences of giving or withholding their consent. They should not be treated as unable to decide until all practicable steps to help them have been taken.

When assessing a person's understanding you should seek to explain the issues using their preferred mode of communication and language. This should be done in a way that is suitable for them, considering all you know about them from your contact with them, particularly their age, language and likely understanding.

It is important to try and ensure that they really understand the issues and are not just agreeing to what is proposed. If you are unsure whether they have the capacity to consent, then you should seek advice from New London Synagogue's designated Safeguarding Leads:

For the calendar year 2023, the Designated Safeguarding Lead (DSL), is **Joe Carlebach**, a member of Council (trustee of the Synagogue).

Joe works with the deputy DSLs, **Rabbi Jeremy Gordon** and **Gabriella Spencer-Hope**

Contact Information - via the Deputy Safeguarding Leads:

Rabbi Jeremy on 07973 713 193, rabbi@newlondon.org.uk,

Gabriella Spencer-Hope on 07471 046 804, chederhead@newlondon.org.uk

In case of immediate danger please call 999.

If you are still in doubt, you may also contact the Designated Safeguarding Lead of Masorti Judaism, Rachel Sklan (**07957 672 266 - rachel@masorti.org.uk**).

The person's friends, carer, another professional working with them, or an advocate, where available, may be able to provide relevant information or advice where consulting these people does not increase potential risks.

The following criteria should be considered when assessing whether a person has sufficient understanding at any time to consent, or to refuse consent, to sharing of information about them or participating in specific activities:

- Can the person understand the question being asked of them?
- Are they taking an active part in the discussion ?
- Can they rephrase the question in their own words ?
- How would they explain it to someone else ?

- Do they have a reasonable understanding of what the risks or benefits of giving their consent or saying no ?
- What do they say they think would happen if they agree the action being suggested ?
- Can they appreciate and consider the alternatives, weighing up one aspect against another and express a clear and consistent personal view ? Encourage them to say out loud, or write down, their view of the pros and cons. You could recheck these views later or at a later contact with them.

6. Procedure for responding to allegations of abuse

If you are concerned that a crime has been committed or that there is an immediate concern about the safety of any adults at risk, call the police on 999 for an emergency response, or 101 for a non-emergency response. Only once you have informed the police should you follow the procedure below.

If the suspicions implicate the DSL, then contact the police or the relevant statutory authorities listed below.

Under **no** circumstances should a New London Synagogue employee, volunteer or member carry out their own investigation into an allegation or suspicion of abuse.

Those concerned that abuse may be taking place should follow the procedures set out below:

- The person in receipt of allegations or suspicions of abuse must write down in pen all information gathered relating to the concern.
- All concerns must then be reported as soon as possible to the New London Synagogue's designated Safeguarding leads (see above, page 6) who will deal with the allegation or suspicion of neglect or abuse, including referring the matter to the relevant statutory authorities along with a written record if deemed necessary.
- The DSL may need to inform others depending on the circumstances and/or nature of the concern. However, the individual reporting the suspicions should not discuss the matter with anyone other than the DSL nominated above.
- Whilst allegations or suspicions of abuse will normally be reported to the DSL, in their absence there should not be a delay in referring to the relevant Social Services and/or the police.
- It is of course, the right of any individual as a citizen to make a direct referral to Social Services, although New London Synagogue hopes that all employed, contracted, or volunteering on behalf of New London Synagogue will use our NLS procedure. If, however the individual with the concern feels that the DSL has not responded appropriately, or where they have a disagreement with the DSL as to the appropriateness of a referral, they are free to contact an outside agency directly.

Contacting the local statutory authority: If you still have concerns, you or the DSL can contact your local authority:

Barnet - Barnet Social Care Direct	Tel: 020 8359 5000 (9.00 am - 5.00 pm Monday – Friday or at out of office hours on Tel: 020 8359 2000)
Essex - For Essex County Council Adult Social Care	Tel: 0345 603 7630 (8:45 am - 5.00 pm Monday to Thursday, 8:45 am - 4:30 pm Friday or at out of office hours on 0345 606 1212)
Hackney - Hackney Adult Protection Services	Tel: 020 8356 5782 (9.00 am - 5.00 pm, Monday to Friday) or email: adultprotection@hackney.gov.uk
Harrow - Harrow Adult support	Tel: 020 8901 2680 (9.00 am - 5.00 pm Monday – Friday or at out of office hours on Tel: 020 8424 0999) or email: AHadults@harrow.gov.uk
Hertfordshire - Hertfordshire Social Services	Tel: 0300 123 4042 (available 24/7)
Leeds - Leeds City Council Adult Services	Tel: 0113 222 4401 (9.00 am - 5.00 pm Monday to Friday, except Wednesdays when they're open from 10am or at out of office hours on Tel: 0113 378 0644) or email: leedsadults@leeds.gov.uk
Liverpool - Liverpool City Council	Tel: 0151 233 3800 (available 24/7)
Oxfordshire - Oxfordshire Social & Health Team	Tel: 0345 050 7666 (8:30 am - 5.00 pm Monday – Thursday and 8:30am to 4pm Friday)
Westminster - Westminster Council Social Services	Tel: 020 7641 2176 (9.00 am - 5.00 pm Monday to Friday or at out of office hours on Tel: 020 641 6000) or email: adultsocialcare@westminster.gov.uk

Appendix I: Categories of Adult Abuse

What constitutes abuse and neglect?

This section considers the different types and patterns of abuse and neglect and the different circumstances in which they may take place. This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour which could give rise to a safeguarding concern.

Organisations and individuals should not limit their view of what constitutes abuse or neglect, as they can take many forms and the circumstances of the individual case should always be considered. Exploitation and abuse of power are common themes in the following list of the types of abuse and neglect.

a) Physical abuse including:

- assault
- hitting
- slapping
- pushing
- misuse of medication
- restraint

- inappropriate physical sanctions

b) Domestic violence including:

- psychological
- physical
- sexual
- financial
- emotional abuse
- honour-based violence

The cross-government definition of domestic violence and abuse is any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence, or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.

A new offence of coercive and controlling behaviour in intimate and familial relationships was introduced into the Serious Crime Act 2015. The offence will impose a maximum 5 years' imprisonment, a fine or both.

The offence closes a gap in the law around patterns of coercive and controlling behaviour during a relationship between intimate partners, former partners who still live together, or family members, sending a clear message that it is wrong to violate the trust of those closest to you, providing better protection to victims experiencing continuous abuse and allowing for earlier identification, intervention, and prevention.

c) Sexual abuse including:

- rape
- indecent exposure
- sexual harassment
- inappropriate looking or touching
- sexual teasing or innuendo
- sexual photography
- subjection to pornography or witnessing sexual acts
- indecent exposure
- sexual assault
- online sexual abuse
- sexual acts to which the adult has not consented or was pressured into consenting

d) Psychological abuse including:

- emotional abuse
- threats of harm or abandonment
- deprivation of contact
- humiliation
- blaming
- controlling
- intimidation
- coercion
- harassment
- verbal abuse
- cyber bullying
- isolation
- unreasonable and unjustified withdrawal of services or supportive networks

e) Financial or material abuse including:

- theft
- fraud
- internet scamming
- coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance, or financial transactions
- the misuse or misappropriation of property, possessions, or benefits

Financial abuse is the main form of abuse investigated by the Office of the Public Guardian amongst adults. Financial recorded abuse can occur in isolation, but as research has shown, where there are other forms of abuse, there is likely to be financial abuse occurring.

Although this is not always the case, everyone should also be aware of this possibility.

Potential indicators of financial abuse include:

- change in living conditions
- lack of heating, clothing, or food
- inability to pay bills/unexplained shortage of money
- unexplained withdrawals from an account
- unexplained loss/misplacement of financial documents
- the recent addition of authorised signers on a client or donor's signature card
- sudden or unexpected changes in a will or other financial documents

f) Modern slavery encompasses:

- slavery
- human trafficking
- forced labour and domestic servitude.
- traffickers and slave masters using whatever means they have at their disposal to coerce, deceive, and force individuals into a life of abuse, servitude, and inhumane treatment

g) Discriminatory abuse including forms of:

- harassment
- slurs or similar treatment: because of race, gender and gender identity, age, disability, sexual orientation, or religion.

h) Organisational abuse

Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home.

This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice due to the structure, policies, processes, and practices within an organisation.

i) Neglect and acts of omission including:

- ignoring medical, emotional, or physical care needs
- failure to provide access to appropriate health, care and support or educational services
- the withholding of the necessities of life, such as medication, adequate nutrition, and heating

j) Self-neglect

This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. A decision on whether a response is required under safeguarding will depend on the adult's ability to protect themselves by controlling their own behaviour. There may come a point when they are no longer able to do this, without external support.

Incidents of abuse may be one-off or multiple and affect one person or more. Professionals and others should look beyond single incidents or individuals to identify patterns of harm.

Repeated instances of poor care may be an indication of more serious problems and of what we now describe as organisational abuse.

k) Patterns of abuse vary and include:

- serial abuse, in which the perpetrator seeks out and 'grooms' individuals. Sexual abuse sometimes falls into this pattern as do some forms of financial abuse
- long-term abuse, in the context of an ongoing family relationship such as domestic violence between spouses or generations or persistent psychological abuse
- opportunistic abuse, such as theft occurring because money or jewellery has been left lying around

Note: *This is not an exhaustive list, nor do these examples prove that there is actual abuse occurring. However, they do indicate that a closer look and possible investigation may be needed.*