

# Safeguarding and Protecting Adults Policy

## Royal Albert Dock Trust (RADT)

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### Safeguarding Policy Review Summary

<b>Reviewed</b>	May 2025
<b>Reviewed by</b>	Diana Savostaite, Designated Safeguarding Lead, RADT
<b>Changes Made</b>	Policy separated from children safeguarding Terminology updated Clickable contents added New statutory references 5 R's safeguarding flowchart introduced  Added Sources of Information and Support
<b>Next Review Due</b>	May 2026

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## 1. Policy Statement

### **Safeguarding Adults: Our Commitment**

The Royal Albert Dock Trust (RADT) is committed to promoting the rights, independence, and safety of all adults who engage with our services. We recognise that adults may be at risk of abuse or neglect at any point in their lives and in various settings. Everyone - regardless of age, disability, gender identity, race, religion, sexual orientation, or socio-economic background - deserves protection from harm.

Abuse of adults can happen anywhere, and it is everyone's responsibility to recognise and respond to concerns appropriately. We aim to create a safe, respectful, and inclusive environment for all adults, whether or not they meet statutory definitions of "at risk."

This policy applies to all RADT employees, volunteers, trustees, partners, contractors, and anyone representing RADT in any capacity.

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## 2. Definition of an Adult at Risk

An Adult at Risk is a person aged 18 or over who:

- Has needs for care and support (whether or not the local authority is meeting those needs),
- Is experiencing or at risk of abuse or neglect, and
- As a result of those needs, is unable to protect themselves from abuse or neglect.

Circumstances contributing to risk may include physical or mental health issues, learning disabilities, substance misuse, social isolation, or situational crises.

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## 3. Principles and Responsibilities

### Our Safeguarding Principles

- The safety and dignity of all adults are paramount.
- Adults have the right to make their own decisions and be supported to do so.
- Safeguarding is everyone's responsibility - concerns must not be ignored.
- Concerns and allegations will be responded to promptly and professionally.
- We support and empower individuals while taking necessary protective steps.

**Who Must Follow This Policy** This policy apply to:

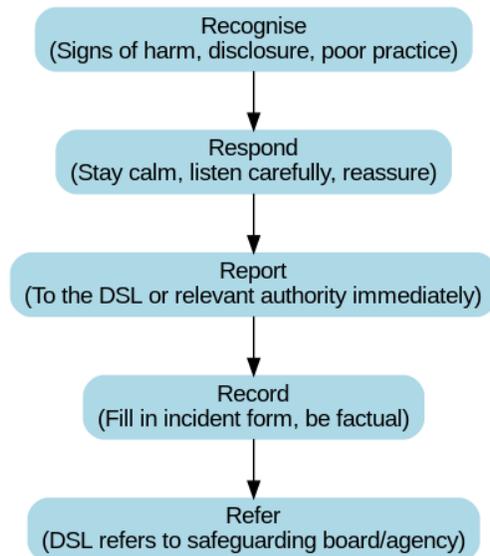
- RADT employees
- Volunteers and interns
- Freelancers and delivery partners
- Trustees
- Contractors and visitors to RADT premises

**All must:**

- Read and understand this policy
  - Complete relevant safeguarding training
  - Recognise the signs of abuse
  - Know how to act on concerns or disclosures
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## 4. Responding to Concerns and Disclosures (5 R's)

### The 5 R's of Adult Safeguarding



#### 1. **Recognise**

Be alert to signs such as:

- Unexplained injuries or withdrawal
- Sudden changes in behaviour
- Confusion, fear, or emotional distress

#### 2. **Respond**

- Listen calmly and without judgement
- Reassure the individual: "You've done the right thing by telling me"
- Do not promise to keep the information secret

#### 3. **Report**

- Report concerns immediately to the Designated Safeguarding Lead (DSL)
- If someone is in immediate danger, call emergency services (999)

#### 4. **Record**

- Make a factual, signed, and dated record
- Include dates, times, and the individual's own words

#### 5. **Refer**

- The DSL will decide whether to refer to the local authority, safeguarding adults board, or police
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## **5. Safer Recruitment and Safe Working Practices**

RADT ensures the safety of service users by following safer recruitment practices:

- Enhanced DBS checks where required
- Mandatory references and safeguarding declarations
- Training in adult safeguarding for all relevant roles

### **Safe Practice Expectations**

- Maintain professional boundaries
  - Avoid unnecessary one-to-one contact
  - Uphold confidentiality on a need-to-know basis
  - Use appropriate communication channels
  - Promote autonomy and respect
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## **6. Managing Allegations Against Staff and Volunteers**

Allegations may involve:

- Abuse or neglect of an adult
- Breaches of professional boundaries
- Use of a position of trust for exploitation

### **Procedure**

1. Report immediately to the DSL
2. DSL assesses risk and informs relevant agencies (e.g. Safeguarding Adults Board)
3. Consider suspension or alternative duties
4. Maintain accurate, secure records
5. Cooperate fully with investigations and outcomes

## 7. Relevant Legislation and Guidance

This policy is informed by:

- [Care Act 2014](#)
- [Mental Capacity Act 2005](#)
- [Human Rights Act 1998](#)
- [Data Protection Act 2018](#)
- [London Multi-Agency Safeguarding Adults Policy and Procedures](#)
- [Guidance from the Ann Craft Trust and Local Authority](#)

## 8. Key Contacts

Name	Role	Contact
Diana Savostaite	Designated Safeguarding Lead	welfare@radt.org.uk 020 7511 2211
Simon Goodey	CEO (Deputy DSL)	simon.goodey@radt.org.uk 020 75112211
John Kinsella	Chairman (Deputy DSL)	johnkinsella02@gmail.com
Newham Adult Social Care	Local Authority	020 8430 2000
Police (Emergency)	—	999

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## 9. Sources of Information and Support

### **Action on Elder Abuse**

A national organisation based in London. It aims to prevent the abuse of older people by raising awareness, encouraging education, promoting research and collecting and disseminating information.

Tel: 020 8765 7000

Email: [enquiries@elderabuse.org.uk](mailto:enquiries@elderabuse.org.uk)

[www.elderabuse.org.uk](http://www.elderabuse.org.uk)

### **Ann Craft Trust (ACT)**

A national organisation providing information and advice about adult safeguarding. ACT have a specialist Safeguarding Adults in Sport and Activity team to support the sector

Tel: 0115 951 5400

Email: [Ann-Craft-Trust@nottingham.ac.uk](mailto:Ann-Craft-Trust@nottingham.ac.uk)

[www.anncrafttrust.org](http://www.anncrafttrust.org)

### **Men's Advice Line**

For male domestic abuse survivors

Tel: 0808 801 0327

### **National LGBT+ Domestic Abuse Helpline**

Tel: 0800 999 5428

## National 24 Hour Free Phone Domestic Abuse Helplines

<b>England</b>	<b>Northern Ireland</b>
Tel: 0808 2000 247 <a href="http://www.nationaldahelpline.org.uk/Contact-us">www.nationaldahelpline.org.uk/Contact-us</a>	Tel: 0808 802 1414 <a href="http://www.dsahelpline.org">www.dsahelpline.org</a> Twitter: <a href="https://www.twitter.com/dsahelpline">www.twitter.com/dsahelpline</a> Facebook: <a href="https://www.facebook.com/dsahelpline">www.facebook.com/dsahelpline</a>
<b>Scotland</b>	<b>Wales</b>
Tel: 0800 027 1234 Email: <a href="mailto:helpline@sdafmh.org.uk">helpline@sdafmh.org.uk</a> Web chat: <a href="http://sdafmh.org.uk">sdafmh.org.uk</a>	Llinell Gymorth Byw HebOfn/ Live free from fear helpline Tel: 0808 8010 800  Type Talk: 18001 0808 801 0800 Text: 078600 77 333

## Rape Crisis Federation of England and Wales

Rape Crisis was launched in 1996 and exists to provide a range of facilities and resources to enable the continuance and development of Rape Crisis Groups throughout Wales and England.

Email: [info@rapecrisis.co.uk](mailto:info@rapecrisis.co.uk)  
[www.rapecrisis.co.uk](http://www.rapecrisis.co.uk)

## Respond

Respond provides a range of services to victims and perpetrators of sexual abuse who have learning disabilities, and training and support to those working with them.

Tel: 020 7383 0700 or  
0808 808 0700 (Helpline)  
Email: [services@respond.org.uk](mailto:services@respond.org.uk)  
[www.respond.org.uk](http://www.respond.org.uk)

## **Stop Hate Crime**

Works to challenge all forms of Hate Crime and discrimination, based on any aspect of an individual's identity. Stop Hate UK provides independent, confidential and accessible reporting and support for victims, witnesses and third parties.

24 hours' service:

Telephone: 0800 138 1625

Web Chat: [www.stophateuk.org/talk-to-us/](http://www.stophateuk.org/talk-to-us/)

E mail: [talk@stophateuk.org](mailto:talk@stophateuk.org)

Text: 07717 989 025

Text relay: 18001 0800 138 1625

By post: PO Box 851, Leeds LS1 9QS

## **Susy Lamplugh Trust**

The Trust is a leading authority on personal safety. Its role is to minimise the damage caused to individuals and to society by aggression in all its forms – physical, verbal and psychological.

Tel: 020 83921839

Fax: 020 8392 1830

Email: [info@suzylamplugh.org](mailto:info@suzylamplugh.org)

[www.suzylamplugh.org](http://www.suzylamplugh.org)

## **Victim Support**

Provides practical advice and help, emotional support and reassurance to those who have suffered the effects of a crime.

Tel: 0808 168 9111

[www.victimsupport.com](http://www.victimsupport.com)

## **Women's Aid Federation of England and Wales**

Women's Aid is a national domestic violence charity.

It also runs a domestic violence online help service.

[www.womensaid.org.uk/information-support](http://www.womensaid.org.uk/information-support)

