**Mid Ulster District Council’s Adult Safeguarding Policy (Approved Council 23/5/24)**

**Policy Overview**

The Adult Safeguarding policy outlines Mid Ulster District Council’s commitment to best practice in keeping adults safe from abuse, harm and exploitation, recognising its moral and legal obligation and outlines the procedures and guidelines which all involved with the Council will follow to safeguard adults at risk and/or in need of protection.

**Who has responsibility?**

**Everyone** has responsibility for safeguarding ‘adults at risk of harm and/or in need of protection’ (formerly referred to as ‘vulnerable adults’). Roles and responsibilities are outlined in pages 9 to 14 of the Adult Safeguarding Policy.

**Legislation**

Paragraph 7.1 refers to the main pieces of legislation relating to safeguarding adults at risk of harm and/or in need of protection. The key legislation relevant for working with adults at risk of harm and/or in need of protection is ‘The Safeguarding of Vulnerable Groups (N Ireland) Order 2007 (as amended by the Protection of Freedoms Act 2012).

**What is abuse?** Abuse can take many forms – see below main categories & refer to paragraph 6.1 of the Adult Safeguarding Policy:-

**physical** abuse like being hit or burnt

**verbal** abuse if someone shouts or swears at you

**emotional/psychological** abuse like being teased (or anything that upsets you or makes you feel bad about yourself)

**sexual abuse** is if someone touches private parts of your body or makes you have sex when you do not want to

**financial abuse** when someone takes your money or uses it in the wrong way

**neglect** when someone does not give you food, care or medicine you need

Other forms of abuse include:- **domestic violence, modern slavery, exploitation and hate crime**

**What to do if you have a concern or someone makes a disclosure to you?**

**Safeguarding Adult at Risk of Harm Reporting Procedure**

Employee/Agency Worker/Elected Member/Member of Public has a concern

Report concern promptly to Facility Manager for that location & any Designated Safeguarding Officer on the list (See below names & contact details)

**If the adult is in immediate danger of harm, you must contact the PSNI or Ambulance on 999, or ring Social Services immediately –**

**shttps://intranet.midulstercouncil.org/HR-(1)/Safeguarding-Policies/Adult-Safeguardingee contact nos**

Complete Adult at Risk Safeguarding Incident Reporting Form and send to Designated Safeguarding Officer or Lead Designated Safeguarding Officer as soon as possible and within 24 hours.

Lead Designated Safeguarding Officer(s) will co-ordinate a response and seek further advice from PSNI/Social Services as appropriate.

All action taken is recorded in accordance with I.C.O practice & all documentation is forwarded to Lead Designated Safeguarding Officer

**Contacts within Council to report to - Adult Safeguarding Champion, Lead Designated Officer & Designated Officers :-**

**Appendix 1 of Policy**

**Adult Safeguarding Champion** Ryan Black

Work Telephone No. 03000 132 132 Ext 24100

Work Mobile No. 073 4205 0898

**Lead Designated Officer**  Geraldine Dyson

Work Telephone No. 03000 132 132 Ext 24301

Work Mobile No. 0779 5046 652

**Designated Officers:-**

**LEISURE**

Designated Officer Dungannon Sean O’Neill

Work Telephone No. 03000 132 132 Ext 24804

Work Mobile No 0792 013 8660

Designated Officer Cookstown Sean Cavlin

Work Telephone No 03000 132 132 Ext 24828

Work Mobile No 07968 739 995

Designated Officer – Magherafelt Cormac McLaughlin

Work Telephone No 028 79 397 117 Ext 23907

Work Mobile No 07714 133 675

**ARTS**

Designated Officer – Dungannon Isaac Beattie

(Ranfurly Arts Centre/Hill of O’Neill)

Work Telephone No 03000 132 132 Ext 24703

Work Mobile No 07769 334 879

Designated Officer – Cookstown

(Burnavon Arts Theatre) Charlene Mullan

Work Telephone No 03000 132 132 Ext 22754

Work Mobile No 07827 991 701

Designated Officer – Magherafelt Sarah Cullen

(Seamus Heaney Home Place) 028 79/387444

Work Telephone No Ext 24544

 Designated Officer (Environment) Jolene Keys

 Work Telephone No 03000 132 132 Ext 24404

 Designated Officer (Planning) Phelim Marrion

 Work Telephone No 03000 132 132 Ext 23528

 Designated Officer (Corporate Services & Finance) Claire McNally

 Work Telephone No 03000 132 132 Ext 23305

 0750 095 1984

 Designated Officer (Chief Executive’s) Julie Ann Spence

 Work Telephone No 03000 132 132 Ext 22013

 0792 046 6141

 Designated Officer (Organisational Development) Ashleen Munroe

Work Telephone No 03000 132 132 Ext 24321

**Other Contacts:-**

Corporate Learning & Development Manager Sinead McAleer

 03000 132 132 Ext 24304

 07747611407

PCSP Manager Michael McCrory

 03000 132 132 Ext 23604

 07553373222

**Contacts Outside of Council to report to – Social Services or PSNI:-**

**Appendix 2 of Policy**

**Adult Gateway Protection Team:-**

**Northern Trust** 028 94 413659 (9am to 5pm)

**Southern Trust** 028 37 564423 (9am to 5pm)

**Regional Social Worker** 028 95 049999 (Evenings/Weekends)

**PSNI (Police)** 999 (or 101 General Enquiries**)**

**Lifeline** 0808 808 8000

**Domestic & Sexual Violence** 0808 802 1414 (24 hour help line)

**How to react if someone discloses to you:-**

**Do:-**

Stay calm, Listen attentively, Re-assure them they did the right thing in telling you, Explain you will pass on the information, Record accurately on Reporting form (Appendix 5 of policy), Report disclosure to a Designated Safeguarding Officer immediately, Seek support yourself

**Don’t:-**

Panic, Ask leading questions, Promise to keep a secret, Attempt to investigate yourself, Ask for further details, Advise the perpetrator of your concerns or any information received, Ask adult to repeat the story unnecessarily, Pass the information to anyone who doesn’t need to know, Delay reporting, Leave details on voice mail, Do nothing!

Treat all information with the utmost sensitivity ensuring confidentiality is maintained at all times in accordance with data protection legislation.

Remember – always act! The safety of the adult is paramount & it is important a ‘person-centred’ approach is adopted and maintained.

**Code of Behaviour**

There are 10 standards of responsible behaviour required from all staff and Councillors;- creating a climate conducive of a positive experience, keeping adults at risk safe by supervising staff appropriately, using positive and constructive language, championing the inclusivity of adults at risk engaging in Council events etc, reporting any concerns about allegations of abuse or poor practice promptly, listening to any concerns, respecting your position of responsibility and maintaining appropriate boundaries and relationships, addressing instances of poor, negative, aggressive or threatening behaviour promptly, keeping safeguarding training up to date, behaving appropriately online and in accordance with Council policies e.g. social media, photographic etc.

**Staff Training**

All staff will be required to complete adult safeguarding awareness training – level 1. (using skillgate app – available via staff intranet). Staff will be required to participate in relevant refresher training at least once every three years.

Level 2 Adult Safeguarding training will be required to be completed by Designated Officers, Managers & Duty Managers of staff undertaking regulated activity with adults at risk of harm and/or in need of protection within 3 months of their employment or engagement date. See Appendix 9 of policy for list of posts which currently entail regulated activity. They will also be required to attend refresher training at least once every three years.