



Safeguarding Policy

This policy was written in January 2021

It will be checked again in January 2024

It was written by Laura Beechey and Graham Ellams

It was checked by Viv Culleton

Make sure you print out the most up to date version of this policy – don't use an old one by mistake



Safeguarding means protecting people from **abuse** and **neglect**



Abuse is when one person does something to harm another person. This might be on purpose or not on purpose



Neglect is when one person does not do enough to look after another person
Or when one person does not do the right thing to look after another person



We use safeguarding to protect **adults at risk of harm**



An adult at risk of harm is a person over 18 who needs the help and support of others



This might be because of a physical disability



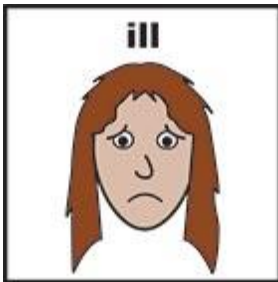
Or a learning disability



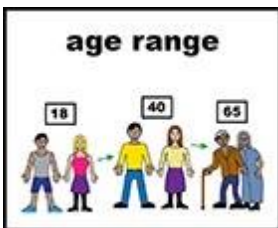
This might be because of mental ill health



Or a hidden disability, like autism



This might be because of illness



Or because of age

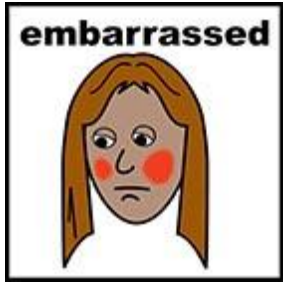


Any of these things can make a person **vulnerable**

This means not being able to protect yourself from harm, neglect or abuse



There are different types of abuse



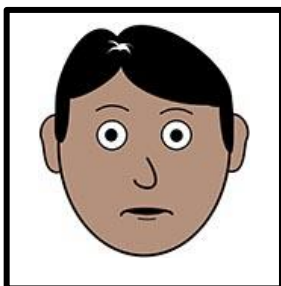
Emotional abuse is when a person says things to hurt your feelings or to embarrass you

This is also when a person shouts at you or calls you names



Physical abuse is when someone hurts you by doing things like hitting or kicking or pulling your hair

This can also mean giving you the wrong medicine

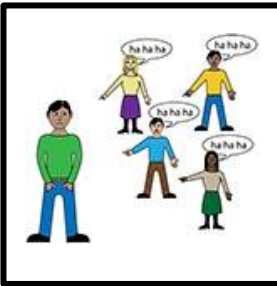


Sexual abuse is when someone touches your private parts in a way that you do not want or like

They may also make you look at or do things that make you feel frightened or upset



Financial abuse is when people take your money or your things without asking you first



Discrimination is when people treat you badly because you are different to them in some way



Neglect is when people do not do enough, or what is right, to look after you



Abuse and neglect are always wrong



It is wrong, even if it is a member of your family or someone from the Hospice who is treating you badly



It is never ever your fault

You are not to blame



Please tell somebody about abuse or neglect



Here at the Hospice we have a list of things to do if you tell us you are at risk of harm

Or if we think you are at risk of harm

This is called a [policy](#)



Anyone who thinks or knows that somebody is at risk will tell their boss straight away



They will also write this down
This is called keeping a record of what happened



This will be looked at by the [Registered Manager](#)
This is the Nurse in charge of the whole Hospice



The Registered Manager will tell the [safeguarding team](#) at the council

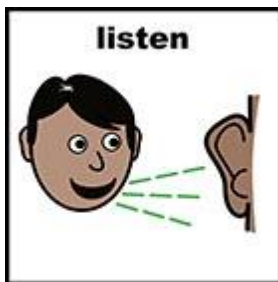
They are a special group of people at the Council who step in to help protect people who are at risk



The Registered Manager might also telephone the police



We will do everything we can to protect you and keep you safe



We will always listen to you