

 <p>The logo for Dollar Community Development Trust features the word 'DOLLAR' in a curved banner at the top. Below it is a stylized house icon. To the right of the house, the words 'COMMUNITY DEVELOPMENT TRUST' are written in three lines. The entire logo is enclosed in a circular border with a blue and green wavy design at the bottom.</p>	<h2>Adult Protection Policy</h2>
<p>Company no: 563463 Charity no: SC047335</p>	<p>Created: March 2018 Revise by: March 2019</p>

Dollar Community Development Trust is committed to creating a safe environment for children, young people and adults. We believe that everyone has a right to be free from abuse of any form. We are aware that anyone might carry out abuse, for example a family member, a carer, a member of Trust staff or volunteer, or anyone else in close contact with a vulnerable adult.

“Vulnerable adult”

The term “vulnerable adult” applies to adults who:

- have learning or physical disabilities
- may be old, frail or ill
- may not always be able to take care of themselves or protect themselves without help.

Our policy is based on the following principles:

- Everyone has the right to be protected from abuse regardless of their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and sexual identity
- We are sensitive to the power which exists in relationships where one person is dependent upon another for their support, where one person has more status or credibility than the other, or where one person controls access to resources or to contact with other people.
- We have responsibility to protect vulnerable adults
- People’s position either as a member of staff or as a volunteer will not be threatened if they “blow the whistle” on abusive behaviour

We will:

- Treat everyone with respect

- Respect and promote the rights, wishes and feelings of vulnerable adults
- Provide time for vulnerable adults to talk to us and ensure we have the means to tackle any communication issues they may have and listen to any concerns they raise.
- Respect confidentiality and only share information/concerns with the people who need to know in order to protect a vulnerable adult
- Follow good practice in recruitment of staff and volunteers who work with vulnerable adults which will include taking up references which will be confirmed by telephone calls and checking a person's suitability to work with vulnerable groups via membership of the Protecting Vulnerable Groups Scheme (PVG Scheme)
- Take action to stop any inappropriate verbal or physical behaviour including bullying
- Take all concerns/allegations seriously and respond appropriately in line with Forth Valley Adult Support and Protection Local Practice Guidance and Procedures

All members of the Trust will take action if they have suspicions about a vulnerable adults physical, sexual, emotional or financial well-being and follow the following **procedure**:

1. Upon receipt of any concerning information from a vulnerable adult or suspicions of abuse towards the him/her, they will make an accurate and detailed written record of what they have seen, heard or know at the time event occurs;
2. Avoid asking any more questions than are necessary to clarify whether there is a concern.
3. Always **refer** to statutory services to undertake in-depth **investigation** of any suspicions or allegations of abuse.

Important contacts

Organisation	Day time	Night time/ weekends
Social Services	01259 225000	01786 470500
Police (emergency): If a child or young person is at immediate risk of harm	999	999
Police (non-emergency): If you are concerned about a child or young person who is not at immediate risk of harm	101	101

Important references

Protecting Adults in Forth Valley - information for adults, their representatives and families (in PDF format) – <http://www.clacks.gov.uk/document/5690.pdf>

Forth Valley Inter Agency Adult Support and Protection Practice Guidance and Procedures, July 2011 (in PDF format)
<http://www.clacks.gov.uk/document/2493.pdf>