

## Safeguarding Adults Policy

### Different Minds (ADHD-ASD Norfolk) Ltd

#### 1. Introduction

Different Minds (ADHD-ASD Norfolk) Ltd is committed to promoting and safeguarding the welfare of adults with ADHD, ASD, and associated conditions. We recognise that adults with neurodiverse conditions may be at an increased risk of harm or abuse, and we are dedicated to ensuring that all individuals involved with our services are protected from such risks.

This policy outlines our approach to safeguarding adults and provides clear guidance to staff, volunteers, and service users on how to identify, respond to, and report concerns about abuse or neglect.

#### 2. Purpose and Scope

The purpose of this policy is to:

- Protect adults at risk of abuse or neglect.
- Establish clear guidelines for recognising, reporting, and responding to safeguarding concerns.
- Promote a culture of awareness and respect for adults' rights and dignity.
- Ensure that safeguarding procedures are effectively implemented and monitored.

This policy applies to all staff, volunteers, contractors, and service users of Different Minds (ADHD-ASD Norfolk) Ltd, and is in line with national safeguarding guidelines and legislation.

#### 3. Definition of an Adult at Risk

An adult at risk is someone who:

- Has care and support needs and is experiencing, or is at risk of, abuse or neglect.
- Is unable to protect themselves against the risk of harm due to their age, illness, disability, or other factors.

This includes adults with ADHD, ASD, or related conditions who may face challenges in communicating or advocating for themselves.

#### 4. Types of Abuse

Abuse can take many forms, and it is essential that all those involved in the organisation understand and can recognise the different types of abuse, including but not limited to:

- **Physical Abuse:** Any act of violence causing harm to the body, such as hitting, slapping, or pushing.
- **Emotional or Psychological Abuse:** Actions that harm an adult's mental health or emotional wellbeing, such as threats, intimidation, or manipulation.
- **Sexual Abuse:** Any form of unwanted sexual activity or behaviour.

- **Neglect:** The failure to provide necessary care, support, or protection, leading to harm or distress.
- **Financial Abuse:** The illegal or improper use of an adult's funds, property, or assets.
- **Discriminatory Abuse:** Abuse based on age, disability, gender, race, religion, or any other form of discrimination.
- **Institutional Abuse:** Harm or neglect that occurs within an organisation or institution, often as a result of poor practice or lack of care.
- **Modern Slavery/Trafficking:** Coercion, control, or exploitation for the purpose of forced labour or sexual exploitation.

## 5. Our Commitment to Safeguarding

At Different Minds (ADHD-ASD Norfolk) Ltd, we are committed to:

- Creating an environment where adults feel safe and supported.
- Raising awareness of safeguarding concerns amongst staff, volunteers, and service users.
- Training staff to recognise and respond to safeguarding concerns effectively.
- Encouraging open communication and the reporting of concerns without fear of retribution.

## 6. Responsibilities of Staff and Volunteers

All staff and volunteers are responsible for:

- Ensuring that adults with whom they work are treated with dignity, respect, and care.
- Being alert to the signs of abuse or neglect and taking action when concerns arise.
- Reporting any concerns regarding abuse or neglect to the designated safeguarding lead (DSL) promptly.
- Maintaining confidentiality, but always prioritising the safety and wellbeing of the adult at risk.
- Completing safeguarding training regularly to remain informed about best practices and legal requirements.

## 7. Reporting Concerns

Any concerns regarding the safety or wellbeing of an adult should be reported to the Safeguarding Lead (DSL) or Deputy Safeguarding Lead (DDSL) without delay. If the DSL or DDSL are unavailable, concerns should be raised with a senior manager or another trusted individual within the organisation.

If an adult is in immediate danger, staff should contact emergency services (999) and then report the matter to the DSL.

## 8. Safeguarding Lead and Procedures

Different Minds (ADHD-ASD Norfolk) Ltd has designated Safeguarding Leads who are responsible for overseeing all safeguarding concerns within the organisation. The safeguarding lead will:

- Ensure that safeguarding concerns are handled in accordance with this policy and relevant legislation.
- Lead on investigations where appropriate, in cooperation with external agencies such as local authorities and the police.
- Provide support to staff and volunteers in dealing with safeguarding concerns.

## 9. Confidentiality

While safeguarding matters should always be handled with sensitivity and respect for confidentiality, the need to protect adults at risk may override confidentiality in certain cases. Information will only be shared on a need-to-know basis and in compliance with data protection regulations.

## 10. Training and Awareness

All staff and volunteers will receive regular safeguarding training as part of their induction and ongoing professional development. The training will include:

- Recognising signs of abuse and neglect.
- Understanding the responsibilities of staff in safeguarding.
- Learning how to respond to disclosures of abuse.
- Ensuring that safeguarding practices are always adhered to.

## 11. Working with External Agencies

Different Minds (ADHD-ASD Norfolk) Ltd works closely with external safeguarding agencies, including local authorities, the police, and adult safeguarding boards, to ensure that adults at risk are effectively supported and protected.

Where necessary, referrals will be made to appropriate agencies to investigate concerns and take further protective action.

## 12. Monitoring and Review

This policy will be reviewed regularly to ensure that it remains up to date and reflects best practice and legislative requirements. Reviews will take place annually or following any significant safeguarding incident.

## 13. Conclusion

Different Minds (ADHD-ASD Norfolk) Ltd is committed to ensuring the safety and well-being of all adults, particularly those who may be at risk due to their neurodiverse conditions. We will work proactively to prevent abuse and neglect, and respond promptly and appropriately to any concerns raised.

This policy forms part of our broader commitment to safeguarding and promoting the rights of adults with ADHD, ASD, and related conditions. All staff, volunteers, and service users have a responsibility to uphold these principles and help create a safe environment for everyone involved with our organisation.

## **14. Contact Information**

For further information or to report a concern, please contact:

### **Designated Safeguarding Lead (DSL)**

[Ryan@adhdnorfolk.org.uk](mailto:Ryan@adhdnorfolk.org.uk)

### **Approved by:**

Graham Boulter MSc

Director

Different Minds (ADHD-ASD Norfolk) Ltd

3/4/25 to be reviewed 3/4/26