



Safeguarding

Information for staff

The safeguarding of vulnerable adults and children is the responsibility of everyone at Cheshire West and Chester Council. Please note the information below, and be part of the solution.

Definitions

Abuse is a violation of an individual's human and civil rights by any other person or persons. There are a variety of forms that abuse can take:

- Physical abuse
- Neglect for example causing harm by failing to meet a person's care needs
- Sexual abuse for example involvement in any sexual activity against his/her will
- Emotional or psychological abuse
- Financial abuse
- Discriminatory abuse
- Institutional abuse

Children: individuals up to the age of 19

Vulnerable adults: individuals over the age of 19 "who are or may be in need of community services by reason of mental or other disability, age or illness; and who are or may be unable to take care of themselves against significant harm or exploitation."

Prevent

Disclosures involving extremism will be reported to our Local Safeguarding Adults Board or the specialist Cheshire Prevent team. If there is an immediate danger we will call the police.

Cheshire PREVENT Team: 01606 362 121

If someone discloses details of abuse

DO

- Stay calm and try not to show shock
- Listen carefully rather than question directly
- Be sympathetic
- Reassure the person that
 - they were right to tell you
 - you are treating the information seriously
 - you have to inform the appropriate manager

DO NOT

- Press the person for more information
 - only ask for what you need to make the initial report
- Stop someone who is freely recalling significant events
 - if interrupted they may not want to start again
- Promise to keep secrets
 - information will be passed on a need to know basis only
- Make promises you cannot keep
 - for example "This will not happen to you again"
- Be judgemental
 - for example "Why didn't you run away?"
- Contact the alleged abuser

If any of our service users makes a disclosure of harm – regardless of whether you consider them to be vulnerable or not – use the S&E Disclosure Report form (PPSAPF02 – scan the QR code below) and submit it to one of the Skills and Employment Safeguarding Officers.

Remember – you do not need proof to make a report. If in doubt – report!

If you need to report a disclosure, contact



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