

Safeguarding Adults Policy (Housing)

Policy Name:	Safeguarding Policy (Housing)
Version:	V.1
Approved by:	<i>The Board of Management and Trustees</i>
Approved date:	17th November 2025
Next review date:	17th November 2026
Key Legislation and Regulations:	<p>Care Act 2014 Working Together to Safeguard Adults (Statutory Guidance) Safeguarding Vulnerable Groups Act 2006 Human Rights Act 1998 Social Housing (Regulation) Act 2023 Counter-Terrorism and Security Act 2015 Renters' Rights Act 2025</p> <p>Oakfield aligns with sector guidance from the Local Safeguarding Adults Board (LSAB)</p>
Relevant Policies:	<p>Staff Training Whistleblowing Supports Risk Management Allocation & Letting EDI</p>
EA:	Equality Analysis is currently under review
DPIA:	DPIA is currently under review
Consultation:	Board of Trustees
Applies to:	All Tenants, employees and volunteers

1. Policy Statement

Oakfield (Easton Maudit) Ltd is unwavering in its commitment to safeguarding the adults we support. We prioritise safety, dignity, and wellbeing in every aspect of our housing and care services. We maintain a zero-tolerance approach to abuse, neglect, exploitation, and harm.

Safeguarding is everyone's responsibility. Whether trustee, staff member, volunteer, or contractor, each person working with Oakfield is expected to uphold this policy and act immediately when concerns arise.

2. Purpose

The purpose of this policy is to:

- Protect adults at risk from abuse, neglect, and exploitation
- Ensure all personnel understand their safeguarding responsibilities
- Provide clear procedures for reporting and responding to concerns
- Promote a culture of vigilance, transparency, and accountability

3. Scope

This policy applies to:

- All Oakfield staff (permanent, temporary, agency)
- Volunteers and trustees
- Contractors and service providers
- Tenants and individuals receiving support from Oakfield

It covers safeguarding in all settings, including supported living properties, communal areas, and during off-site activities.

4. Types of Abuse

Oakfield recognises the following forms of abuse, as defined in the Care Act 2014:

- Physical – Hitting, pushing, misuse of medication
- Emotional/Psychological – Threats, humiliation, isolation
- Financial – Theft, fraud, misuse of property or benefits
- Sexual – Unwanted sexual activity, exploitation
- Neglect – Failure to meet basic needs, withholding care
- Discriminatory – Harassment based on race, gender, disability, etc.
- Institutional – Poor care practices, rigid routines, lack of choice

5. Reporting Procedure

All safeguarding concerns must be reported immediately. Oakfield follows a clear three-step process:

1. **Report** Concerns must be reported to the Designated Safeguarding Lead (DSL) or, if unavailable, to a senior staff member.
2. **Document** A factual record must be created, including:
 - Date, time, and nature of concern
 - Names of individuals involved
 - Actions taken and who was notified
3. **Escalate** Where necessary, concerns are escalated to:
 - Local authority safeguarding teams
 - Police or emergency services
 - CQC, RSH, or Charity Commission (for serious incidents)

All disclosures are treated with sensitivity and confidentiality, in line with Oakfield's Data Protection Policy.

6. Roles and Responsibilities

Role	Responsibility
Designated Safeguarding Lead (DSL)	Coordinates safeguarding response, liaises with external agencies, maintains records
Trustees	Provide strategic oversight, ensure policy compliance, receive serious incident reports
Staff and Volunteers	Attend training, report concerns, follow safeguarding procedures

Contractors	Comply with Oakfield's safeguarding standards while on site
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7. Training and Supervision

Oakfield ensures:

- Mandatory safeguarding training for all personnel on induction and annually
- Supervision sessions include safeguarding knowledge checks and reflective learning
- Incident reviews are used to improve practice and prevent recurrence
- Staff meetings also include safeguarding and lessons learnt

Trustees receive governance-level safeguarding training and are briefed on serious incidents and regulatory updates.

9. Prevent and Online Safety Statement

Oakfield Easton Maudit Ltd recognises its duty under the *Care Act 2014* and the *Counter-Terrorism and Security Act 2015* to safeguard adults at risk and to have "due regard to the need to prevent people from being drawn into terrorism."

We are committed to promoting online safety and preventing radicalisation in a proportionate, ethical, and rights-based way. While tenants have the right to use personal devices and access the internet freely, Oakfield takes reasonable steps to support safe online engagement and reduce risk.


In practice, Oakfield will:

- **Embed Prevent awareness and online safety into safeguarding training** For all staff and volunteers.
- **Include online safety in support plans and risk assessments** Where vulnerability, capacity, or digital access may be relevant.
- **Maintain appropriate filters and antivirus protection** On Oakfield-managed communal devices and networks.
- **Provide accessible online safety guidance** Encourage open conversations about digital risks.
- **Ensure all personnel complete annual Prevent training**, including awareness of online radicalisation.
- **Respond to concerns about online harm, exploitation, or radicalisation** Through Oakfield's safeguarding procedures, making referrals to safeguarding teams or Prevent as appropriate.
- **Promote fundamental British values** Democracy, the rule of law, individual liberty, and mutual respect and tolerance for different faiths and beliefs—through inclusive practice and tenant engagement.

This approach is reviewed regularly and forms part of Oakfield's wider commitment to safeguarding, equality, and inclusion.

10. Monitoring and Review

- Safeguarding incidents are logged and reviewed regularly by senior management and shared with the Managing Director.
- The Board receives regular safeguarding reports and approves policy updates
- This policy is reviewed annually or following significant changes in legislation or practice

Signed - Chair of Trustees:	
Print:	Mrs Sara Morrison
Date:	17 th November 2025