

## **POLICY FOR WORKING WITH VULNERABLE ADULTS**

This Policy and Procedure is intended for the use of all trustees, staff, members and volunteers of Love Me-Love My Mind (LMLMM) and applies to all users of the organisation of any nationality, culture or religion.

1. LMLMM will identify a named person to be responsible to the trustees for the Vulnerable Adult Policy and Procedure.
2. All trustees, staff, members and volunteers who, in the course of their work, are likely to come into contact with vulnerable adults will have access to appropriate training in relation to the protection of vulnerable adults.
3. All trustees, staff, members and volunteers with substantial access to vulnerable adults will receive a police check and clearance.
4. There are four categories of abuse, these are:
  - Neglect
  - Physical abuse
  - Sexual abuse
  - Emotional abuse
5. Any trustee, staff, member or volunteer who in the course of their duty becomes concerned that abuse has occurred or may be taking place or a vulnerable adult is at risk must discuss the situation with the person in charge or, if inappropriate, the named person as soon as possible and the discussion be documented.
6. The person in charge or named person will make a full investigation and report to the trustees. The needs and safety of the vulnerable adult are of paramount importance and, where a crime is suspected, the named person should notify the trustees and contact the police.
7. Where repeated allegations of abuse have been made and thoroughly investigated and discovered to be unfounded, it may be agreed that making repeated allegations is part of the person's normal repertoire of behaviour. This will lead to the development of a risk management plan and guidelines surrounding similar future allegations.

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