

## Safeguarding Adults Do's and Don'ts

The following six principles within the Care Act 2014 underpin safeguarding activity – the following advice should help to emulate these principles in situations that might need safeguarding considerations.

<p style="text-align: center;"><b><u>Protection</u></b></p> <p><b>Don't</b> ignore abuse.</p>	<p style="text-align: center;"><b><u>Prevention</u></b></p> <p><b>Do</b> report abuse if you suspect or witness it whether you are a professional or just someone who is concerned for another person. Safeguarding still is everyone's business.</p>
<p style="text-align: center;"><b><u>Empowerment</u></b></p> <p><b>Do</b> involve the person affected in the decision to report whenever possible.</p> <p><b>Do</b> always inform the person who raises a concern about next steps and decisions made.</p> <p><b>Do</b> always put and keep the person who has been harmed at the centre of the safeguarding process including providing advocacy where necessary.</p> <p><b>Do</b> always ensure that the person alleged to have been harmed is asked what they want to happen and what they would like to see as a desired outcome of the safeguarding process or consult with their representative.</p> <p><b>Don't</b> ignore the wishes of those directly affected by safeguarding concerns and remember that what they want as an outcome may differ from what you or your organisation want to happen.</p>	<p style="text-align: center;"><b><u>Accountability</u></b></p> <p><b>Do</b> ensure that confidentiality is paramount and that safeguarding information is only shared on a need to know basis with permission from the person affected directly by the concern/s.</p> <p><b>Do</b> always ensure that people affected by safeguarding concerns and those involved in any enquiry are informed in a way that is understandable to them about the eventual outcome.</p> <p><b>Don't</b> complete a process and file it away without sharing with the person affected and their representatives.</p> <p><b>Don't</b> place your organisation at the centre of the safeguarding process instead of the individual or people affected by safeguarding concerns.</p>
<p style="text-align: center;"><b><u>Partnership</u></b></p> <p><b>Do</b> be flexible and fit in with people's individual needs as much as possible taking in to consideration issues with communication, language, culture and all forms of disability and need.</p> <p><b>Don't</b> just make decision's about safeguarding concerns without involving the person directly affected.</p>	<p style="text-align: center;"><b><u>Proportionality</u></b></p> <p><b>Don't</b> forget that sometimes people make unwise choices and decisions and remember this when balancing risk against choice and control</p> <p><b>Don't</b> make things more complicated than they really need to be and never forget that the most important person involved in the process is the person affected.</p>