Safeguarding Policy - Quick Guide (V1.1).

What this policy is about

This quick guide explains how Portsmouth Homes helps prevent harm, recognise concerns and respond when a child or adult may be at risk

Who it applies to

It applies to residents, leaseholders, shared owners, staff, anyone working on our behalf and anyone using our services.

What is Safeguarding? *(See policy: Glossary of Terms p.4 & Recognising a Safeguarding Concern p.6-7)*

Safeguarding means protecting people from **abuse, neglect or harm**. It is everyone's responsibility and concerns must not be ignored. Concerns may include physical, emotional, sexual or financial abuse, neglect, domestic abuse, exploitation, modern slavery, discriminatory abuse, self-neglect, forced marriage or honour-based abuse, radicalisation, online abuse or criminal exploitation.

A child is anyone under 18. An adult concern may involve someone with care and support needs who is experiencing, or at risk of, abuse or neglect.

Our safeguarding principles *(See policy: Safeguarding principles p3-4)*

We follow six safeguarding principles:

- **Empowerment:** supporting people's choices
- **Prevention:** acting before harm occurs
- **Proportionality:** responding appropriately
- **Protection:** supporting those most at risk
- **Partnership:** working with others
- **Accountability:** being open and responsible.

For children, their safety, needs and views are central to our response.

Working with partners *(See policy: Partnership working p.9)*

We may work with Adult Social Care, Children's Services, the Police, health services and safeguarding partnerships. The appropriate safeguarding authority will decide what action is needed.

If you are worried about someone *(See policy: How residents can help p6 & raising a safeguarding concern p7-8)*

You do not need proof. If you are worried, report it.

If someone is in immediate danger, call **999**.

Report concerns to Adult Social Care or Children's Services in the area where the person lives. You can also contact Portsmouth Homes and we will help pass the concern to the right service.

Share what happened, who was involved, why you are worried, what the person said and whether anyone is in immediate danger.

Consent and information sharing *(See policy: Consent and information sharing. P8)*

Where possible, adults will be involved in decisions and asked for consent before information is shared. We may share information without consent where it is lawful and necessary to prevent harm. **Consent is not required to share information to protect a child.** We will only share relevant and necessary information.

Concerns about staff or people in a position of trust *(See policy: Concerns About Staff or People in a Position of Trust (PiPOT) p.8-9)*

Concerns about staff, contractors, volunteers or others in positions of trust are taken seriously. We will protect anyone at risk and follow the appropriate safeguarding, employment and referral procedures.

Further information

This is a summary only. For full details on safeguarding responsibilities, reporting concerns and support, please read the Safeguarding Policy or contact Portsmouth Homes.

Information is available in alternative formats on request.

Link: Safeguarding policy