

Plan C Community CIC

Safeguarding Adults at Risk Policy

Policy Version: 1.0

Effective From: August 2026

Review Date: August 2027

Approved By: Board of Directors

1. Policy Statement

Plan C Community CIC is committed to safeguarding adults at risk from abuse, neglect, exploitation and discrimination.

We recognise that every adult has the right to live free from abuse and harm, to be treated with dignity and respect, and to make informed decisions wherever they have the mental capacity to do so.

Safeguarding is everyone's responsibility. All directors, employees, volunteers, coaches and contractors have a duty to promote the welfare of adults at risk and respond appropriately to safeguarding concerns.

2. Purpose

This policy explains how Plan C Community CIC will protect adults at risk, promote wellbeing, respond to safeguarding concerns, meet legal responsibilities and create a safe, inclusive environment.

3. Scope

This policy applies to directors, employees, coaches, volunteers, contractors, sessional workers and anyone acting on behalf of Plan C Community CIC.

4. Definition of an Adult at Risk

An adult at risk is someone aged 18 or over who has care and support needs, is experiencing or at risk of abuse or neglect, and is unable to protect themselves because of those needs.

5. Our Activities

This policy covers martial arts classes, Brazilian Jiu-Jitsu, kickboxing, women's self-defence programmes, health and wellbeing activities, community projects, outreach programmes, workshops, holiday activities and online services.

6. Legal Framework

Care Act 2014; Mental Capacity Act 2005; Human Rights Act 1998; Equality Act 2010; Data Protection Act 2018; UK GDPR.

7. Principles of Safeguarding

Empowerment, Prevention, Proportionality, Protection, Partnership and Accountability.

8. Types of Abuse

Physical, domestic, sexual, psychological, financial, modern slavery, discriminatory, organisational, neglect, self-neglect and digital abuse.

9. Recognising Abuse

Possible indicators include unexplained injuries, withdrawal, poor personal care, financial concerns, behavioural changes, coercion, lack of food or medication, fear of certain individuals and deterioration in health.

10. Responsibilities

Directors will promote safeguarding, review this policy annually, allocate resources, ensure training and appoint a Designated Safeguarding Lead (DSL).

11. Staff and Volunteer Responsibilities

Everyone must promote dignity and respect, report concerns immediately, complete safeguarding training, maintain professional boundaries, respect confidentiality and follow this policy.

12. Mental Capacity and Consent

Adults should make their own decisions wherever possible. Consent should normally be obtained before sharing information unless there is a significant risk of harm or another lawful basis for sharing.

13. Responding to Concerns

Stay calm, listen carefully, do not judge, do not promise confidentiality, reassure the individual, record what was said and report immediately to the DSL. Do not investigate yourself.

14. Recording Concerns

Record the date, time, person's name, nature of concern, exact words where possible, action taken and the name of the person completing the record.

15. Reporting

If someone is in immediate danger call 999. Otherwise report concerns to the DSL who will determine whether Adult Social Care, the Police or another agency should be contacted.

16. Confidentiality

Information will only be shared on a need-to-know basis. Confidentiality will never prevent action to protect someone from serious harm.

17. Allegations Against Staff

Allegations involving staff, volunteers or contractors will be managed promptly and fairly in accordance with safeguarding procedures.

18. Whistleblowing

Staff and volunteers are encouraged to report unsafe practice without fear of disadvantage.

19. Equality, Diversity and Inclusion

Safeguarding applies equally to everyone regardless of age, disability, gender identity, race, religion or belief, sex or sexual orientation.

20. Monitoring and Review

This policy will be reviewed annually and updated following legislative changes or safeguarding learning.

21. Approval

Organisation	Plan C Community
Policy	Safeguarding Adults at Risk Policy
Approved by	Board of Directors
Next review	August 2027