



Lichfield Foodbank
Together with Trussell
Safeguarding Adults Policy

Lichfield Foodbank
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Lichfield Foodbank

Safeguarding Adults Policy

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Section 1: Safeguarding Adults Policy

Introduction

Lichfield Foodbank is committed to Safeguarding Adults in line with national legislation and relevant national and local guidelines.

We will safeguard adults by ensuring that our activities are delivered in a way which keeps all adults safe.

Lichfield Foodbank is committed to creating a culture of zero-tolerance of harm to adults which necessitates: the recognition of adults who may be at risk and the circumstances which may increase risk; knowing how adult abuse, exploitation or neglect manifests itself; and being willing to report safeguarding concerns.

This extends to recognising and reporting harm experienced anywhere, including within our Foodbank activities, within other organised community or voluntary activities, and in the community.

Lichfield Foodbank is committed to best safeguarding practice and to uphold the rights of all adults to live a life free of harm from abuse, exploitation and neglect.

Policy Statement

Lichfield Foodbank believes everyone has the right to live free from abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.

Lichfield Foodbank is committed to creating and maintaining a safe and positive environment and an open, listening culture where people feel able to share concerns without fear of retribution.

Lichfield Foodbank acknowledges that safeguarding is everybody's responsibility and is committed to prevent abuse and neglect through safeguarding the welfare of all adults involved.

Lichfield Foodbank recognises that health, well-being, ability, disability and need for care and support can affect a person's resilience. We recognise that some people experience barriers, for example, to communication in raising concerns or seeking help. We recognise that these factors can vary at different points in people's lives.

Lichfield Foodbank recognises that there is a legal framework within which charities need to work to safeguard adults who have need for care and support and for protecting those who are unable to take action to protect themselves and will act in accordance with the relevant safeguarding adult legislation and with local statutory safeguarding procedures.

Actions taken by Lichfield Foodbank will be consistent with the principles of adult safeguarding ensuring that any action taken is prompt, proportionate and that it includes and respects the voice of the adult concerned.

Purpose

The purpose of this policy is to demonstrate the commitment of Lichfield Foodbank to safeguarding adults and to ensure that everyone involved in Lichfield Foodbank is aware of:

- The legislation, policy and procedures for safeguarding adults.
- Their role and responsibility for safeguarding adults.
- What to do or who to speak to if they have a concern relating to the welfare or wellbeing of an adult within the organisation.

Scope

This safeguarding adult policy and associated procedures apply to all individuals involved in Lichfield Foodbank including Volunteer Board trustee members, Volunteers and any other associated Agencies linked to the Foodbank and to all concerns about the safety of adults whilst taking part in our organisation, its activities and in the wider community.

We expect our partner organisations, including for example, the Citizens Advice Bureau, food suppliers and distribution venues to adopt and demonstrate their commitment to the principles and practice as set out in this Safeguarding Adults Policy and associated procedures.

Commitments

In order to implement this policy Lichfield Foodbank will ensure that:

- Everyone involved with Lichfield Foodbank is aware of the safeguarding adult procedures and knows what to do and who to contact if they have a concern relating to the welfare or wellbeing of an adult.
- Any concern that an adult is not safe is taken seriously, responded to promptly, and followed up in line with Lichfield Foodbank's safeguarding Adults Policy and Procedures.
- The well-being of those at risk of harm will be put first and the adult actively supported to communicate their views and the outcomes they want to achieve. Those views and wishes will be respected and supported unless there are overriding reasons not to (see the Safeguarding Adults Procedures).
- Any actions taken will respect the rights and dignity of all those involved and be proportionate to the risk of harm.
- Confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in line with our Data Protection Policy and

Procedures

- Lichfield Foodbank acts in accordance with best practice advice, for example, from Trussell Trust, National Governing Bodies, NSPCC, Ann Craft Trust.
- Lichfield Foodbank will cooperate with the Police and the relevant Local Authorities in taking action to safeguard an adult, where necessary.
- All Board members, volunteers and partner agencies understand their role and responsibility for safeguarding adults and have completed and are up to date with safeguarding adult training and learning opportunities appropriate for their role.
- Lichfield Foodbank uses safe recruitment practices and continually assesses the suitability of volunteers to prevent the employment/deployment of unsuitable individuals in this organisation and within the Foodbank community.
- Lichfield Foodbank shares information about anyone found to be a risk to adults with the appropriate bodies. For example: Disclosure and Barring Service, Services, Police, Local Authority/Social Services.
- When planning activities and events Lichfield Foodbank includes an assessment of, and risk to, the safety of all adults from abuse and neglect and designates a person who will be in attendance as a safeguarding lead for that event.
- Actions taken under this policy are reviewed by the Board and operations team on an annual basis.
- This policy, related policies (see below) and the Safeguarding Adults Procedures are reviewed no less than on a two yearly basis and whenever there are changes in relevant legislation and/or government guidance as required by the Local Safeguarding Board, Trussell Trust and/or National Governing Bodies and/or as a result of any other significant change or event.

Implementation

Lichfield Foodbank is committed to developing and maintaining its capability to implement this policy and procedures.

In order to do so the following will be in place:

- A clear line of accountability within the organisation for the safety and welfare of all adults.
- Access to relevant legal and professional advice.
- Regular management reports to the Board detailing how risks to adult safeguarding are being addressed and how any reports have been addressed.
- Safeguarding adult procedures that deal effectively with any concerns of abuse or neglect, including those caused through poor practice.
- A Safeguarding Lead/ Welfare Officer
- A Deputy Designated Safeguarding Lead for each Foodbank distribution centre/warehouse in Lichfield.
- Arrangements to work effectively with other relevant organisations to safeguard and promote the welfare of adults, including arrangements for sharing information.
- Codes of conduct for Board members, Volunteers and Partner Agencies and other relevant individuals that specify zero tolerance of abuse in any form.
- Risk assessments that specifically include safeguarding of adults.
- Policies and procedures that address the following areas and which are consistent with this Safeguarding Adults policy.

| | |
|--|--|
| <ul style="list-style-type: none"> ✓ Safeguarding Children ✓ Bullying and Harassment ✓ Code of Conduct and Behaviour Management ✓ Concerns, Complaints and Compliments | <ul style="list-style-type: none"> ✓ Whistleblowing ✓ Safe recruitment and selection (staff and volunteers) ✓ Information policy, data protection and information sharing |
|--|--|

Section 2: Supporting Information

Key Points

- There is a **legal duty on Local Authorities** to provide support to 'adults at risk'.
- **Adults at risk** are defined in legislation and the criteria applied differs between each home nation. (see definitions for each home nation on page 12).
- The safeguarding legislation applies **to all forms of abuse** that harm a person's well-being.
- The law provides a framework for good practice in safeguarding that makes the overall **well-being** of the adult at risk a priority of any intervention.
- The law in all four home nations emphasises the importance of **person-centred safeguarding**, (referred to as '**Making Safeguarding Personal**' in England).
- The law provides a framework for making decisions on behalf of adults who can't make decisions for themselves (**Mental Capacity**).
- The law provides a framework for all organisations to **share concerns** they have about adults at risk with the local authority.
- The law provides a framework for all organisations to **share information and cooperate** to protect adults at risk.

Safeguarding Adults Legislation

Safeguarding Adults in all home nations is compliant with United Nations directives on the rights of disabled people and commitments to the rights of older people. It is covered by:

- The Human Rights Act 1998
- The Data Protection Act 2018
- General Data Protection Regulations 2018

The practices and procedures within this policy are based on the relevant legislation and government guidance.

- England – The Care Act 2014
Care and Support Statutory Guidance (especially chapter 14) 2014
- Wales – Social Services and Well Being Act 2014
Wales Safeguarding Procedures 2019
- Scotland – Adult Support and Protection Act 2007
Adult Support and Protection (Scotland) Act 2007 Code of Practice 2014
- Northern Ireland – Adult Safeguarding Prevention and Protection in Partnership 2015

Many other pieces of UK and home nation legislation also affect adult safeguarding. These include legislation about different forms of abuse and those that govern information sharing. For example, legislation dealing with:

- | | |
|-----------------------------------|---|
| • Murder/attempted murder | • Modern slavery and Human exploitation |
| • Physical Assault | • Hate crime |
| • Sexual Offences | • Harassment |
| • Domestic Abuse/Coercive control | • Listing and Barring of those unsuitable to work with adults with care and support needs |
| • Forced Marriage | |
| • Female Genital Mutilation | |
| • Theft and Fraud | |

Each home nation also has legislation about the circumstances in which decisions can be made on behalf of an adult who is unable to make decisions for themselves:

- England and Wales – Mental Capacity Act 2005
- Scotland – Adults with Incapacity Act 2000
- Mental Capacity (Northern Ireland) 2016
- There are specific offences applying to the mistreatment of and sexual offences against adults who do not have Mental Capacity and specific offences where mistreatment is carried out by a person who is employed as a carer: e.g. wilful neglect and wilful mistreatment.

Definition of an Adult at Risk

The Safeguarding Adults legislation creates specific responsibilities on Local Authorities, Health, and the Police to provide additional protection from abuse and neglect to Adults at Risk.

When a Local Authority has reason to believe there is an adult at risk, they have a responsibility to find out more about the situation and decide what actions need to be taken to support the adult. In Scotland and Wales, the Local Authority can gain access to an adult to find out if they are at risk of harm for example, if that access is being blocked by another person.

The actions that need to be taken might be by the Local Authority (usually social services) and/or by other agencies, for example the Police and Health. A sporting organisation may need to take action as part of safeguarding an adult, for example, to use the disciplinary procedures in relation to a member of staff or member who has been reported to be harming a participant. The Local Authority role includes having multi-agency procedures which coordinate the actions taken by different organisations.

An Adult at risk is:

| England (Care Act 2014) | Northern Ireland (Adult Safeguarding Prevention and Protection in Partnership 2015) |
|---|---|
| <p>An adult at risk is an individual aged 18 years and over who:</p> <ul style="list-style-type: none"> (a) has needs for care and support (whether or not the local authority is meeting any of those needs) AND; (b) is experiencing, or at risk of, abuse or neglect, AND; (c) as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect. | <p>An adult at risk of harm is a person aged 18 or over, whose exposure to harm through abuse, exploitation or neglect <u>may</u> be increased by their a) personal characteristics and/or b) life circumstances.</p> <p>a) Personal characteristics may include, but are not limited to age, disability, special educational needs, illness,</p> |

| | |
|--|--|
| <p>Scotland (Adult Support and Protection Act 2007)</p> | <p>mental or physical frailty or impairment of, or disturbance in, the functioning of the mind or brain.</p> |
| <p>An adult at risk is an individual aged 16 years and over who:</p> <ul style="list-style-type: none"> a) is unable to safeguard their own well-being, property, rights or other interests, b) is at risk of harm, and c) because they are affected by disability, mental disorder, illness or physical or mental infirmity, is more vulnerable to being harmed than adults who are not so affected. | <ul style="list-style-type: none"> b) Life circumstances may include, but are not limited to, isolation, socio-economic factors and environmental living conditions. <p>An adult in need of protection is a person aged 18 or over, whose exposure to harm through abuse, exploitation or neglect <u>may</u> be increased by their:</p> |
| <p>Wales (Social Services and Well Being Act 2014)</p> | <p>Personal characteristics <i>AND/OR</i> Life circumstances <i>AND</i>;</p> |
| <p>An adult at risk is an individual aged 18 years and over who:</p> <ul style="list-style-type: none"> a) is experiencing or is at risk of abuse or neglect, <i>AND</i>; b) has needs for care and support (whether or not the authority is meeting any of those needs) <i>AND</i>; c) as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it. | <ul style="list-style-type: none"> c) who is unable to protect their own well-being, property, assets, rights or other interests; <i>AND</i> d) where the action or inaction of another person or persons is causing, or is likely to cause, him/her to be harmed. <p>In order to meet the definition of an 'adult in need of protection' either (a) or (b) must be present, in addition to both elements (c), and (d)</p> |

Abuse and Neglect

Abuse is a violation of an individual's human and civil rights by another person or persons. It can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it. Any or all of the following types of abuse may be perpetrated as the result of deliberate intent, negligence, omission or ignorance.

There are different types and patterns of abuse and neglect and different circumstances in which they may take place.

Safeguarding legislation in each home nation lists categories of abuse differently however, they all include the following types of abuse:

- Physical
- Sexual
- Psychological
- Neglect
- Financial

Abuse can take place in any relationship and there are many contexts in which abuse might take place; e.g. Institutional abuse, Domestic Abuse, Forced Marriage, Human Trafficking, Modern Slavery, Sexual Exploitation, County Lines, Radicalisation, Hate Crime, Cyber bullying, Scams. Some of these are named specifically within home nation legislations.

Abuse or neglect could be carried out by:

- A spouse, partner or family member
- Neighbours or residents
- Friends, acquaintances or strangers
- People who deliberately exploit adults they perceive as vulnerable
- Professionals or volunteers providing care and support

Often the perpetrator is known to the adult and may be in a position of trust and/or power.

Table 2

The Safeguarding Adults Legislation in each Home Country defines categories of adult abuse and harm as follows.

| England (Care Act 2014) | Northern Ireland (Adult Safeguarding Prevention and Protection in Partnership 2015) |
|--|---|
| Physical Sexual Emotional/Psychological/Mental Neglect and acts of Omission Financial or material abuse Discriminatory Organisational / Institutional Self-neglect Domestic Abuse (including coercive control) Modern slavery | Physical Sexual violence Psychological / emotional Financial Institutional Neglect Exploitation Domestic violence Human trafficking Hate crime |
| Scotland (Adult Support and Protection Act 2007) | Wales (Social Services and Well Being Act 2014) |
| Physical Psychological Financial Sexual Neglect | Physical Sexual Psychological Neglect Financial |

Signs and Indicators of Abuse and Neglect

An adult may confide to a volunteer or another agency that they are experiencing abuse inside or outside of the Foodbank's setting. Similarly, others may suspect that this is the case.

There are many signs and indicators that may suggest someone is being abused or neglected. There may be other explanations, but they should not be ignored. The signs and symptoms include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Person has belongings or money going missing.
- Person is not attending / no longer attending regular foodbank sessions.
- A change in the behaviour or confidence of a person. For example, a foodbank user may be quieter and more withdrawn.
- Excessive fear of being offered help or support.
- Poor physical hygiene
- Inadequate Clothing for the weather
- Self-harm.
- A fear of a particular group of people or individual.
- A carer always speaks for the person and doesn't allow them to make their own choices
- They may tell you / another person they are being abused – i.e. a disclosure

