## VULNERABLE ADULTS PROTECTION POLICY

This is the Vulnerable Adults Policy Statement of: **Deep Roots Tall Trees (DRTT)**

DRTT promotes a culture of openness and encouragement, supported by clear and fair boundaries for all including vulnerable adults – that is:

- All vulnerable adults should be protected from harm.

- All vulnerable adults are entitled to be treated with respect and their views listened to.

- All vulnerable adults benefit from opportunities to achieve their potential.

- All vulnerable adults should be treated with equal regard for their diverse backgrounds and family circumstances.

- A recognition that some vulnerable adults are particularly vulnerable.

## REPORTING PROCEDURE

If any worker or group member has concern for the welfare of a vulnerable adult, a written record of the concern should be made immediately and given to the Artistic Director ONLY and the concern should not be shared with anybody else. The Artistic Director has the responsibility to take a decision on whether that concern needs to be acted on and how and the Artistic Director will notify the correct organizations to deal with the concern. It is the responsibility of the worker or group member to report the concern, however the worker or group member should not deal with the concern themselves, but continue to monitor the situation confidentially.

At the discretion of the Artistic Director the information will be shared with those who provide support for both Deep Roots Tall Trees and the vulnerable adults.

A record of the following details will then be made:
- Name of vulnerable adult.
- Address of vulnerable adult.
- Relevant phone numbers.
- What is said to have happened or what was seen.
- When it occurred.
- Who else was there.
- What was said by those involved.
- Whether there is actual evidence.
- Who has been told about it.
- Who was concerned.

- Was the vulnerable adult able to say what happened.
- Whether carers have been advised.

Signed: _Ann Brunt._

Chair

_[signature]_

Artistic Director

Date: 23/1/19.

Review date: 31st MARCH 2019