

Music in Our Bones
ADULTS AT RISK OF HARM SAFEGUARDING Policy – 2025

(Review date AGM MAY 2026)

This policy is for the protection of adults at risk of harm from abuse and in order to respect their rights.

This policy includes:

- A definition of abuse, setting out the current states of knowledge, based on most recent research on signs/patterns of abuse and features of abusive environments
 - A definition of those vulnerable adults to whom the policy, procedure and practice refer
Music in our Bones:-
 - actively promotes the well-being and empowerment of adults at risk of harm through the services they provide
 - acts in a way which supports the rights of the individual to lead an independent life based on self-determination and personal choice.
 - Recognises people who are unable to make their own decisions and/or to protect themselves, their assets and bodily integrity
 - Recognises that the right to self-determination can involve risk and ensure that such risks are recognised and understood by all concerned and minimised wherever possible (there should be an open discussion between the individual and the agencies about the risks involved to him or her)
 - Ensures the safety of vulnerable adults by integrating strategies policies and services relevant to abuse within the framework of the NHS and Community Care Act 1990, the Mental Health Act 2007, the Public Interest Disclosure Act 1998, the registered Homes Act 1984, the Care Standards Bill 2000. Safeguarding Vulnerable Groups Act 2006, and the Care Act 2014.
 - Ensures that when the right to an independent lifestyle and choice is at risk, the individual receives appropriate help, including advice, protection and support from relevant agencies and
 - Ensures that the law and statutory requirements are known and used appropriately
- Defining who is at risk

In this guidance an adult at risk of harm is someone over 17

- who is dependent upon others especially for financial or personal assistance
 - who lacks the capacity to consent
 - who need support with communication
 - who need support with mobility
 - who are isolated
 - receiving care in their own homes
 - may experience discrimination (eg hate crime, racism...)
- What constitutes abuse?

Abuse is a violation of an individual's human and civil rights by any other person(s). It may consist of single or repeated acts. It may be physical verbal or psychological, it may be an act of neglect or omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial transaction to which s/he has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it. It can include:

- Physical abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse

- Neglect and/or acts of omission
- Discriminatory abuse
- Modern slavery
- Hoarding
- Self-neglect

Any of these may be perpetrated as the result of deliberate intent, negligence or ignorance. Some incidents of abuse will constitute a criminal offence. Vulnerable adults are in these cases entitled to the same protection of the law as any other citizens.

Allegations of criminal offenses require action being taken by the Police as a matter of urgency.

Neglect and poor professional practice also need to be taken into account as it can lead to institutional abuse resulting in ill-treatment of vulnerable individuals.

Signs of abuse to look out for

Physical Abuse

- Unexplained bruises, cuts, broken bones, or burns
- Injuries that don't match their explanation or are in unusual places
- Signs of older injuries in various stages of healing
- Frequent, unexplained accidents

Emotional/Psychological Abuse

- Withdrawal, anxiety, low self-esteem, or lack of confidence
- Sudden changes in behavior, like increased aggression or clinginess
- Fear or watchfulness, especially in the presence of certain people
- Self-harming, eating disorders, or extreme distress
- Expressions of feeling worthless or that the abuse is their fault

Neglect

- Poor hygiene, dirty or ill-fitting clothes, and being frequently hungry
- Consistently tired or lacking energy
- Medical needs being neglected or unattended
- Being left alone or with unsuitable carers for extended periods

Sexual Abuse

- Unexplained genital injuries or infections
- Reluctance to undress or unusual difficulty walking
- Inappropriate sexual knowledge or behavior for their age
- Sexualized language or drawings
- Nightmares, running away, or unexplained money sources

Financial Abuse

- Lack of access to or control over their own money
- Unexplained acquisition of money, clothes, or other belongings
- Signs of dependency on a carer who relies on them for financial support

General Indicators

- Isolation: Being prevented from seeing friends or family
- Fear of specific people or institutions: Such as law enforcement or particular individuals
- Control/Influence: Seeming to be under the control or influence of others

Who may be the abuser?

- A Family Carer, relative, friend or neighbour
- A member of staff at day or residential care homes
- A member of a recognised professional group with contact
- A volunteer or another member of any community group accessed by a vulnerable person
- A person who deliberately targets vulnerable people

Abuse may occur in any setting bringing the vulnerable person in contact with others. Assessment of the environment is relevant because exploitation or deception, misuse of authority, intimidation or coercion may render a vulnerable adult incapable of making his/her own decisions.

Music in Our Bones Procedures

TO ENSURE BEST AND SAFE PRACTICE:

1. Anyone employed by MIOB will be DBS checked and aware of the importance of Equal Opportunity Issues, non-discriminatory practice, and vulnerable adult issues.
2. We will aim to ensure all our work is as inclusive as possible and that everyone is welcomed without judgement, and that we are as sensitive and responsive to diversity issues as possible.
3. Never teaching alone, we are always in group settings and working alongside volunteers and other professionals so peer- group reflection on and consultation about practice is embedded in the way we work.
4. We continually monitor one another's work and the belief systems which underpin that work and aim to support each other to be aware of issues which might cause individuals distress through our ignorance or omission. We do this via through on-going peer supervision and more formally through termly singing leader meetings.
5. We have membership to the Natural Voice Practitioners Network and regularly attend training events.
9. Trustees will be informed of any incidents of concern at their three monthly meetings to ensure that these issues are closely monitored.

STEPS FOR RECORDING ANY VULNERABLE ADULT CONCERNS:

1. **Follow internal procedures:** Any incident of concern reported or noticed at a singing session by singing leaders or volunteers will be discussed and noted. A report will be completed by the charity manager. (see Appendix 1)
2. **Assessing and seeking advice:** Our singing leaders report of concern will then be discussed by the charity manager with our vulnerable adults lead and the chair of MIOB Trustees and the appropriate follow up action taken.

3. **Careful on-going monitoring** will follow any such incidents of concern if it is deemed that no further action is not required.
4. **Contacting external authorities:** The Multi Agency Safeguarding Hub (MASH) Consultation Line on 0345 6061499 will be contacted, if there are any doubts at all and when this is clearly deemed necessary by the charity manager or MIOB's vulnerable adults lead to discuss whether the situation we are concerned about should be the subject of a safeguarding referral.
5. If it is, the charity manager will submit and follow up any MASH referral.
6. Aware of Suffolk County Council procedures for Vulnerable Adults at risk of abuse, we will, where this is the agreed course of action, complete a request for a POVA if serious allegations were disclosed to us, or if we had serious concerns about someone's safety and well-being. We would always try to ensure that the vulnerable adult concerned was aware of the actions we were taking on their behalf unless this put them at risk

Additional Reporting to external authorities if necessary:

- **Immediate Danger:** If a child or adult is in immediate danger, call the police on 999.
- **Regulators:** In some cases, we may need to report to regulators like the Care Quality Commission (CQC) for social care and health services seeking advice via their helpline: 01756 693180

MIOB RECRUITMENT POLICY

We work by mentoring people known or encouraged to make contact with us before taking them on on a self-employed basis. Their past work history and their personality and understanding of the vulnerability of those we work with is thus well-known by us before they are recruited to actually join the team.

Safeguarding Responsibilities, monitoring and training:

- All singing leaders are made aware of the safeguarding duties of the role and what it entails when working with vulnerable adults.
- **Ongoing Support and Training:**
MIOB provides staff with continuous training and development to equip them with the skills to uphold their safeguarding responsibilities effectively.
- Half termly singing leaders meetings always have safeguarding issues as an item on the agenda so that any issues can be monitored and staff can learn from each other and develop confidence in how the charity handles such issues.
- Any changes or development of policy are shared with the singing leader and volunteer teams.
- All volunteers receive training in safeguarding issues, have our policy and most importantly can discuss any concerns they have after each singing sessions with singing leaders.
- **Reporting Procedures:** MIOB has established clear processes for staff to recognise, respond to, and report safeguarding concerns.

Robust Pre-Employment Checks:

- Criminal Record Checks: All our singing leaders and volunteers must have a successful Disclosure and Barring Service (DBS) check in place.

Contact name and mobile number: CLARE BILLINGS-DEED mobile: 07851204964

Email: clare.dyde@outlook.com

Appendix 1

Music In Our Bones Incident Report Form

Name

Workshop Name and Date

Address

Telephone No

Brief Description of what happened (include times and dates)

Names and Contacts of witnesses

Name of person completing form

Date

Safeguarding Vulnerable Adults Policy Review dates

Reviewed by trustees at AGM 8th May 2025
(Review date AGM May 2026)

Chair Signature.....date.....

PRINTED NAME.....

Trustee Signature.....date.....

PRINTED NAME.....

Safeguarding Vulnerable Adults Policy Review dates

Reviewed by trustees at AGM 8th May 2025
(Review date AGM May 2026)

Chair Signature [Signature] date 30/8/25

PRINTED NAME FRAN FLOWER

Trustee Signature [Signature] date 13/10/25

PRINTED NAME PAMELA WASSER

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