

# TENDAI UK

## VULNERABLE ADULT PROTECTION POLICY AND GUIDELINES

Web address: [www.tendaiuk.com](http://www.tendaiuk.com)

Registered charity no: N/A

### The purpose of this document

This document is for those employed by or volunteering for 'Tendai UK'.

It aims to protect both vulnerable adults attending 'Tendai UK's activities and those volunteering with 'Tendai UK'.

It sets out

- practices and procedures contributing to the prevention of abuse of vulnerable adults or those who may be at risk in certain situations.
- a course of action to be followed if abuse is suspected.

### Our values

'Tendai UK' is a Buddhist organisation. Occasionally its activities may involve adults who may be considered to be vulnerable.

Ensuring the sexual, physical and psychological safety of vulnerable adults involved in 'Tendai UK' activities is an expression of the wisdom and compassion taught by the Buddha.

The trustees and executive committee of the 'Tendai UK' recognise their responsibility to ensure the welfare of adults who may be vulnerable, and are committed to their protection.

(See also our Child protection policy.)

Rishin Upcott is our Safeguarding officers.

Email: [tendai.uk@talktalk.net](mailto:tendai.uk@talktalk.net)

### Who is a 'vulnerable adult'?

A vulnerable adult is a person aged 18 years or over who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is, or may be, unable to take care of him/herself, or unable to protect him/herself against significant harm or exploitation.

A vulnerable adult may be a person who:

- Has a physical or sensory disability
- Is physically frail or has a chronic illness
- Has a mental illness or dementia
- Has a learning disability
- Is old and frail
- Misuses drugs and/or alcohol

- Has social or emotional problems
- Exhibits challenging behaviour

Whether or not a person is vulnerable in these cases will vary according to circumstances. Additionally, a person who does not fit any of the above categories may from time to time find themselves vulnerable or at risk in certain situations. Each case must be judged on its own merits.

## What is 'abuse'?

Abuse is the harming of a person usually by someone who is in a position of power, trust or authority over them, or who may be perceived by that person to be in a position of power, trust or authority over them. The harm may be physical, psychological or emotional, or it may exploit the vulnerability of the victim in more subtle ways.

*NB: Occasionally, 'Tendai UK' members may use a traditional meditation stick called a Kyōsaku/Zenjō, with which the meditator may receive a gentle strike on the back and/or shoulders. This must only ever be done by an experienced and fully trained member of 'Tendai UK', and ONLY ever at the request of the receiver. Strikes must never be too hard so as to hurt the recipient.*

## Types of abuse

### *Physical*

- Bodily assaults resulting in injuries e.g. hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.
- Bodily impairment e.g. malnutrition, dehydration, failure to thrive
- Medical/healthcare maltreatment

### *Sexual*

- Rape, incest, acts of indecency, sexual assault
- Sexual harassment or sexual acts to which the vulnerable adult has not consented, or could not consent or was pressured into consenting.
- Sexual abuse might also include exposure to pornographic materials, being made to witness sexual acts; also sexual harassment, with or without physical contact.

### *Psychological/emotional*

- Threats of harm, controlling, intimidation, coercion, harassment, verbal abuse, enforced isolation or withdrawal from services or supportive networks.
- Humiliation
- Bullying, shouting or swearing

### *Abuse through neglect*

- Ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services the withholding of the necessities of life, such as medication, adequate nutrition and heating

### *Financial or material*

- Theft, fraud

- Exploitation, pressure in connection with wills, property or inheritance or financial transactions; the misuse or misappropriation of property, possessions or benefits
- Coercion of money or materials from people, through any means such as, but not limited to, retreats, lessons, goods and services

#### *Discriminatory*

- Language which is racist, sexist, or based on a person's disability, gender or sexual orientation, etc

#### Signs of abuse

##### *Physical*

*NB: Ageing processes can cause changes which are hard to distinguish from some aspects of physical assault e.g. skin bruising can occur due to blood vessels becoming fragile.*

- A history of unexplained falls or minor injuries
- Bruising in well-protected areas, or clustered from repeated striking
- Finger marks
- Burns of unusual location or type
- Injuries found at different states of healing
- Injury shape similar to an object
- Injuries to head/face/scalp
- History of moving from doctor to doctor, or between social care agencies; reluctance to seek help
- Accounts which vary with time or are inconsistent with physical evidence
- Weight loss due to malnutrition; or rapid weight gain
- Ulcers, bed sores and being left in wet clothing
- Drowsiness due to too much medication; or lack of medication causing recurring crises/hospital admissions

##### *Sexual*

- Disclosure or partial disclosure (use of phrases such as 'It's a secret')
- Medical problems, e.g. genital infections, pregnancy, difficulty walking or sitting
- Disturbed behaviour e.g. depression, sudden withdrawal from activities, loss of previous skills, sleeplessness or nightmares, self-injury, showing fear or aggression to one particular person, inappropriately seductive behaviour, loss of appetite or difficulty in keeping food down.
- Unusual circumstances, such as, for example, two service-users found in a toilet/bathroom area, one of them distressed

#### Signs of psychological or emotional vulnerability

- Isolation
- Unkempt, unwashed appearance; smell
- Over meticulousness
- Inappropriate dress
- Withdrawnness, agitation, anxiety; not wanting to be touched

- Change in appetite
- Insomnia or need for excessive sleep
- Tearfulness
- Unexplained paranoia; excessive fears
- Low self-esteem
- Confusion

#### Signs of neglect

- Poor physical condition
- Clothing in poor condition
- Inadequate diet
- Untreated injuries or medical problems
- Failure to be given prescribed medication
- Poor personal hygiene

#### Signs of financial or material vulnerability

- Unexplained or sudden inability to pay bills
- Unexplained or sudden withdrawal of money from accounts
- Disparity between assets and satisfactory living conditions
- Unusual level of interest by family members and other people in the vulnerable person's financial assets

#### Signs of discrimination

- Lack of respect shown to an individual
- Substandard service offered to an individual
- Exclusion from rights afforded to others, such as health, education, criminal justice

#### Other signs of abuse

- Controlling relationships
- Inappropriate use of restraint
- Sensory deprivation e.g. spectacles or hearing aid
- Denial of visitors or phone calls
- Failure to ensure privacy or personal dignity
- Lack of personal clothing or possessions

#### People who may abuse

Abuse may happen anywhere and may be carried out by anyone, eg:

- 'Tendai UK' volunteers (even so called "masters" are not above repute)
- Other participants in 'Tendai UK' activities
- Those involved in partner organisations
- Informal carers, family, friends, neighbours

#### Reporting abuse

- All allegations or suspicions are to be treated seriously. No abuse is acceptable.

- Some abuse may be a criminal offence and should be reported to the police as soon as possible.
- The employee or volunteer's primary responsibility is to protect the vulnerable adult if they are at risk.
- Each employee or volunteer has a duty to take action.

### What to do if a vulnerable adult reports abuse to you

#### DO

- Stay calm
- Listen patiently
- Reassure the person they are doing the right thing by telling you
- Clarify issues of confidentiality early on. Make it clear that you will have to discuss their concerns with others
- Explain what you are going to do
- Write a factual account of what you have seen and heard, immediately

#### DO NOT

- Appear shocked, horrified, disgusted or angry
- Press the individual for details
- Make comments or judgments other than to show concern
- Promise to keep secrets
- Confront the abuser
- Risk contaminating the evidence

### What to do next

When deciding whether to refer the matter to others (e.g. to the Chair and Safeguarding officer of the 'Tendai UK', police or social services) consider the following:

- The wishes of the vulnerable adult and their right to self-determination
- The mental capacity of the vulnerable adult
- Known indicators of abuse
- Definitions of abuse
- Level of risk to the individual
- The seriousness of the abuse
- The effect of the abuse on the individual
- Level of risk to others
- The effect of the abuse on others
- Whether a criminal offence has been committed
- Whether other statutory obligations have been breached
- The need for others to know
- The ability of others (eg police, social services) to make a positive contribution to the situation

Where a vulnerable adult expresses a wish for concerns not to be pursued, this should be respected wherever possible. However, decisions about whether to respect their wishes must have regard to the level of risk to the individual and others, and their capacity to understand the decision in question. In some circumstances the vulnerable adult's wishes may be overridden in favour of considerations of safety.

The consent of the vulnerable adult must be obtained except where:

- The vulnerable adult lacks the mental capacity to make a decision, and a risk assessment indicates that referral would be in their best interests
- Others may be at risk
- A crime has been committed

TENDAI UK

Chair's name: Seishin Clark

Chair's signature:

Safeguarding officer's name: Rishin Upcott

Safeguarding officer's signature:

Date: 17<sup>th</sup> May 2018

This document is to be read in conjunction with 'Tendai UK's Child protection policy and Child protection code of conduct.

Published 2018 by the trustees of 'Tendai UK'.

*This Policy and its Guidelines have been taken from the Network of Buddhist Organisations model policies, that are free to use for any Buddhist Groups in the UK.*