



A world in which Autism is celebrated.

Registered Charity No. 1152188

Safeguarding Children, Young People and Adults

15. Vulnerable Young People and Adult's.

The purpose of this policy is:

- To protect young people and adults from harm.
- This policy applies to anyone working on behalf of Sunbeams including senior managers and the board of trustees, paid staff, volunteers and sessional workers.

Introduction

- Sunbeams is fully committed to safeguarding and promoting the health and wellbeing of the young people and vulnerable adults who access our services and support.
- The safeguarding policies and procedures demonstrate the company values and commitment to provide guidance to young people and adults at risk.
- Safeguarding training is ongoing and an organisational priority.
- Sunbeams accept and acknowledge its duty to act appropriately to any allegations, reports or suspicions of abuse.

Policy statement

Sunbeams is fully committed to protect and promote individual human rights, the capacity for independence and improved emotional, social and physical wellbeing of individuals who access the organisation.

Young people and adults at risk, have the right to be protected from harm:

- The aim is to keep young people and vulnerable adults safe whilst supporting them in a way that is respectful and protects them from discrimination, bullying and abuse.
- We believe everyone has a responsibility to promote the welfare of all young people and vulnerable adults, to keep them safe and to work in a way that protects them.
- At Sunbeams we give equal priority to all service user's safety regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

We aim to ensure safety by:

- Listening to young people and vulnerable adults while respecting their views
- Providing opportunities for young people and vulnerable adults to talk individually and as a group

- Appoint nominated safeguarding leads and a member of the trustee board who takes lead responsibility for safeguarding at the highest level in the organisation
- Maintaining detailed safeguarding procedures
- Making sure all staff and volunteers understand and follow the safeguarding procedures
- Ensuring vulnerable young people and adults, their families and staff are aware of our safeguarding policies and what to do if they have a concern.
- Building a safeguarding culture where all those connected to Sunbeams know how they are expected to behave and feel comfortable about sharing concerns.

Other safeguarding considerations:

- Some of our vulnerable female young people and adults may need specific physical and emotional support and resources during the time of menstruation, this will always be provided to respect privacy and dignity. In order to provide support sanitary towels will be recommended (we are unable to provide physical support with tampons).
- Sexual health and protection is an ongoing concern amongst some young people and vulnerable adults. Sunbeams aim to provide, support, education and where appropriate access to outside services or the provision of condoms and sexual health awareness support including the issue of confidentiality and consent.
- Raising awareness of the Governments Prevent Strategy including staff training to enable them to recognise young people and adults at risk and creating a safe place for young people to discuss their thoughts and feelings about grooming, gang culture, terrorism, radicalization and county line drug trafficking.

Group attendance

- All young people/adults attending groups must provide details of an appropriate adult such as a parent/carer, social worker or other adult working with them who can support them to complete and verify their details.
- No access will be given until a suitable contact has been provided.
- In line with the Drug and Alcohol policy (No.47) and No smoking policy (No.25):
 - Any young person or adult known to have a drug or alcohol addiction will not be able to access groups or training.
 - Any young person or adult showing signs of intoxication through alcohol or drugs will be refused access.
 - Sunbeams reserves the right to inform the named appropriate adult of their concerns.
 - No alcohol or drugs can be brought in to the premises those found to be hiding drugs or alcohol will be removed and may be reported to the authorities.
 - No smoking is allowed on or around the property.

In line with all safeguarding policies any staff member or volunteer who find themselves accused of a safeguarding concern will be temporarily suspended from their position whilst an internal investigation is completed. Group members will not be given access to the centre and we reserve the right to withdraw membership.

It is understood that if the internal investigation needs to be referred or a concern is raised outside of the organisation; the external processes and investigations can take several weeks or months.

We accept this can be a distressing situation but understand this is necessary to keep our young people and vulnerable adults safe and to protect the staff member/service user from further allegation during this time.

To report concerns for a vulnerable adult contact current Safeguarding designates:

- **Lead** - Susan Carr
- **Deputies** –Sarah Southernwood and Lisa Hutt
- **Trustee** – Ben Dorsett
- **Norfolk County Council** Adult Social Services on 0344 800 8020

Legislation

- Safeguarding Vulnerable Groups Act (2006)
- Sexual Offences Act (2003) Updated 2024
- Criminal Justice and Court Services Act (2000)
- Human Rights Act (1998)
- Race Relations (Amendment) Act (2003)
- Race Relations (Amendment) Act (1976) Regulations
- Equality Act (2010)
- Data Protection Act (2018) Non Statutory Guidance
- Protection of Freedoms Act (2012) and the Freedom of Information Act (2004).
- Care Act (2014)
- The Mental Capacity Act 2005.

All policies are available at the centre and on the website

<https://www.sunbeamsplay.org.uk/policies>

This policy was adopted on	26 th May 2020
Policy updated	27 th April 2026
Date to be reviewed	April 2027
Signed on behalf of the management committee	
Name of Signatory Sue Carr	
Role of Signatory CEO	

Reviewed By	Date
Sue Carr	11 th April 2024
Sue Carr	30 th April 2025
Sue Carr	27 th April 2026