



Safeguarding Policy Adults

Purpose of Policy and Commitment

This policy applies to all staff, volunteers, members, service users and visitors. Its purpose is to ensure that ADHD Adventures protects adults, particularly adults at risk, from harm, abuse, neglect or exploitation. It provides guidance on recognising concerns, responding appropriately, and following the correct procedures when an allegation, incident or concern is raised.

ADHD Adventures believes that every adult has the right to live free from harm. We are committed to promoting wellbeing, preventing harm, and responding effectively when concerns arise. We recognise that some adults may be more vulnerable due to disability, illness, trauma, social isolation, or other circumstances, and we will take all reasonable steps to safeguard them.

Legal Framework and Relation to other Policies

This policy is informed by the following legislation and guidance:

- Adult Support and Protection (Scotland) Act 2007
- Health and Social Care Standards (Scottish Government, 2017)
- National Guidance for Adult Support and Protection in Scotland (2022)

This policy is supported by ADHD Adventures' internal policies, including:

- Whistleblowing
- Code of Conduct
- Complaints Procedure
- Data Protection
- Confidentiality
- Volunteering
- Photography and Sharing Images Guidance

ADHD Adventures recognises that:-

- Adults have the right to be safe, respected and supported.
- Some adults are more vulnerable to harm due to disability, mental or physical health needs, trauma, or social circumstances.
- Harm can occur in any setting, including community groups, online spaces, and within families.
- Safeguarding is everyone's responsibility — staff, volunteers, trustees, and participants.
- Working in partnership with adults, carers, families, and relevant agencies is essential to effective safeguarding.
- Adults have the right to make their own choices, even if these choices involve risk, unless they lack capacity or others are at risk of harm.

Definitions

Adult at Risk

Under the Adult Support and Protection (Scotland) Act 2007, an adult at risk is someone aged 16 or over who:

- Is unable to safeguard their own wellbeing, property, rights or other interests
- Is at risk of harm
- Because of disability, mental disorder, illness or physical or mental infirmity, is more vulnerable to being harmed than adults who are not so affected

Harm

Harm includes (but is not limited to):

- Physical harm
- Psychological or emotional harm
- Financial harm or exploitation
- Sexual harm
- Neglect or self-neglect
- Coercive control
- Discriminatory harm

ADHD Adventures Will Protect Adults by:

- Valuing, listening to and respecting them.
- Appointing a nominated Adult Protection Lead.
- Adopting safeguarding best practice through policies, procedures and code of conduct.
- Ensuring staff and volunteers receive training, supervision and support to recognise and respond to concerns.
- Recruiting staff and volunteers safely, including PVG checks where appropriate.
- Recording, storing and sharing information professionally and securely, in line with data protection legislation.
- Ensuring adults know how to raise concerns and who they can speak to.
- Sharing information with relevant agencies when required to protect an adult from harm.
- Managing allegations against staff or volunteers in line with established procedures.
- Maintaining effective complaints and whistleblowing processes.
- Providing safe physical and online environments through risk assessment and health and safety measures.
- Responding to Concerns

All staff and volunteers must:

- Take all concerns seriously.
- Respond calmly and sensitively.
- Prioritise the adult's safety and wishes.
- Report concerns immediately to the Adult Protection Lead.
- Record concerns factually and promptly.
- Not promise confidentiality — information may need to be shared to keep someone safe.

If an adult is in immediate danger, emergency services must be contacted without delay.

Information Sharing

ADHD Adventures will share information with relevant agencies (e.g., Social Work, Police Scotland) when:

- An adult is at risk of harm
- Others may be at risk
- A crime may have been committed
- The adult lacks capacity to make decisions about their own safety

Information will be shared proportionately, lawfully and in line with GDPR.

Contact Details

Nominated Adult Protection Lead

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This policy was written on: 03/08/2026 and is due for review in 1 year.

Signed: Laura Macaulay

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