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**Safeguarding Vulnerable Adults Policy Version 1.1**



## 1. Overview

The purpose of this policy is to set out Police Veterans Victoria commitment to safeguarding adults from harm. It is the responsibility of all Board members, employees and volunteers of Police Veterans Victoria to:

- have an awareness and understanding of adult safeguarding
- be clear about their responsibility to safeguard adults
- ensure the necessary actions are taken where an adult with care and support needs is deemed to be at risk.

## 2. Scope

This policy applies to all Board members, ambassadors, employees and volunteers. This policy is approved by the Board who have governance oversight of its implementation and periodic review. The Chief Executive Officer is responsible for implementation of this policy.

## 3. Definitions

<b>Safeguarding Adults</b>	means protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action. This must recognise that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances. <i>Care and Support Statutory Guidance, Department of Health, updated February 2017 (UK)</i>
<b>Abuse</b>	includes physical abuse, sexual abuse, sexual exploitation, emotional abuse and neglect.
<b>Commercial exploitation</b>	exploiting a vulnerable adult in work or other activities for the benefit of others and to the detriment of the person's physical, mental, socio economic health or education. It includes, but is not limited to, forced labour.
<b>Financial abuse</b>	the misuse of a person's assets, property, possessions and finances without their consent.
<b>Emotional abuse</b>	persistent emotional maltreatment that impacts on mental wellbeing and mental health. Emotionally abusive acts include restriction of movement, bullying (including cyber bullying), degrading, humiliating, threatening, scaring, discriminating, ridiculing behaviour or other non-physical forms of hostile or rejecting treatment.
<b>Neglect and negligent treatment</b>	allowing for context, resources and circumstances, neglect and negligent treatment refers to a persistent failure to meet a person's basic physical and/or psychological needs, which is likely to result in serious impairment of a person's healthy physical, spiritual, moral and mental development. It includes the failure to properly supervise and protect people from harm and provide for nutrition, shelter and safe living/working conditions.
<b>Physical abuse</b>	actual or potential physical harm perpetrated by another person. It may involve hitting, shaking, poisoning, drowning and burning.
<b>Sexual abuse</b>	actual or threatened forcing or enticing of person to take part in sexual activities whether by force or under unequal or coercive conditions (i.e. he or she does not fully understand and/or has little choice in consenting to). All sexual activity with someone under the age of consent is considered to be sexual abuse.
<b>Sexual exploitation</b>	any actual or attempted abuse of position of vulnerability, differential power, or trust, for sexual purposes, including but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another. The abusive relationship between victim and perpetrator involves an

	imbalance of power where the victim's options are limited. It may be misunderstood by adults as consensual.
<b>Sexual harassment</b>	a person sexually harasses another person if the person makes an unwelcome sexual advance or an unwelcome request for sexual favours, or engages in other unwelcome conduct of a sexual nature, in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated the possibility that the person harassed would be offended, humiliated or intimidated. Sexual harassment can take various forms. It can be obvious or indirect, physical or verbal, repeated or one-off and perpetrated by any person of any gender towards any person of any gender. Sexual harassment can be perpetrated against beneficiaries, community members, citizens, as well as staff and personnel.
<b>Vulnerable adult</b>	"Vulnerable Person" means: (a) a Child or Children; or (b) an individual aged 18 years and above who is or may be unable to take care of themselves, or is unable to protect themselves against harm or exploitation by reason of age, illness, trauma or disability, or any other reason. <a href="https://www.dss.gov.au/about-the-department/doing-business-with-dss/vulnerable-persons-police-checks-and-criminal-offences#5">https://www.dss.gov.au/about-the-department/doing-business-with-dss/vulnerable-persons-police-checks-and-criminal-offences#5</a>

#### 4. Policy Statement

Police Veterans Victoria will not tolerate the abuse of adults in any of its forms and is committed to safeguarding adults from harm.

Police Veterans Victoria adheres to following the six key principles that underpin safeguarding adults:

<b>Empowerment</b>	Personalisation and the presumption of person-led decisions and informed consent. "I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens."
<b>Prevention</b>	It is better to take action before harm occurs. "I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."
<b>Proportionality</b>	Proportionate and least intrusive response appropriate to the risk presented. "I am sure that the professionals will work for my best interests, as I see them and they will only get involved as much as I require."
<b>Protection</b>	Support and representation for those in greatest need. "I get help and support to report abuse. I get help to take part in the safeguarding process to the extent to which I want and to which I am able."
<b>Partnership</b>	Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse. "I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together to get the best result for me."
<b>Accountability</b>	Accountability and transparency in delivering safeguarding. "I understand the role of everyone involved in my life."

Police Veterans Victoria will ensure that any decisions made will allow adults to make their own choices and include them in any decision making. Police Veterans Victoria will also ensure that safe and effective working practices are in place.

Police Veterans Victoria will ensure that all Board members, employees and volunteers receive basic awareness training on safeguarding adults to ensure they are equipped with the basic knowledge around safeguarding adults and will be confident to identify that abuse is taking place and action is required.

All Board members, employees and volunteers should be clear about Police Veterans Victoria's commitment to safeguarding adults.

All Police Veterans Victoria employees, volunteers, and Board members are expected to report any concerns related to abuse and safeguarding adults to the Chief Executive Officer.

Police Veterans Victoria expects all employees, volunteers, and Board members to maintain confidentiality at all times, in accordance with our Privacy Policy. This does not preclude the requirement that information be shared with authorities if an adult is deemed to be at risk of immediate harm.

## 5. Document Governance

<b>Document Owner</b>	David McGowan
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## 6. Version Control

<b>Version No</b>	<b>Prepared by</b>	<b>Release Date</b>	<b>Key Changes</b>
1.0	David McGowan	21 March 2021	Initial document
1.1	Jim Hilliard	28 June 2022	Rebranding only