

Document No:	Version No:	Document Title:	Effective date:	1 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

1. Purpose

Managing safeguarding concerns about those persons in positions of trust among beneficiaries of Teens Unite

2. Scope

2.1. Providing a framework for how concerns and allegations against people working with the Charity’s beneficiaries should be notified and responded to.

2.2. Individuals:

The policy relates to all those working for, or on behalf of Teens Unite, including volunteers and trustees.

3. Policy

3.1. Introduction

3.1.1. For the purposes of this policy and procedure a person in a position of trust is someone who works with adults or children arranged by the charity in a paid or voluntary capacity.

3.1.2. Adults or children can be subjected to abuse by those who work with them in any and every setting. All allegations of abuse, neglect, or maltreatment of adults at risk must be taken seriously and treated in accordance with Safeguarding Procedures and where the person is in a position of trust, in line with this policy.

3.1.3. There is a particular concern when abuse is caused by the actions or omissions of someone who is in a position of power or authority and who uses their position to the detriment of the health and well-being of a person, who in many cases could be dependent on their care.

3.1.4. There is always a power imbalance in a relationship of trust. Where the person who is alleged to have caused harm is in a position of trust with the adult or child, they may be deterred from making a complaint or acting out of a sense of loyalty, fear, of abandonment or other repercussions.

Document No:	Version No:	Document Title:	Effective date:	2 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

3.1.5. The abuse may not always take place whilst the person in a position of trust is carrying out paid employment or volunteering duties. Sometimes abusive parties encourage vulnerable adults to meet with them on occasions other than when they are carrying out duties and abuse can occur on these occasions also.

3.1.6. The policy reflects the requirements of the Care Act 2014.

4. Concerns

4.1. Where such concerns are raised about someone who works or volunteers with adults with support needs, it will be necessary for the Designated Safeguarding Lead and the Deputy Safeguarding Lead to assess any potential risk to adults with support needs who use the Charity's services and, if necessary, to act to safeguard those adults.

Examples of such concerns could include allegations that relate to a person who works with adults with support needs who has:

- Abused (including financial abuse) or neglected an adult or child.
- Behaved in a way that has harmed or may have harmed an adult or child.
- Possibly committed a criminal offence against or related to an adult or child.
- Behaved towards an adult or child in a way that indicates she or he is unsuitable to work with vulnerable adults and children.
- Commenced a sexual relationship with a vulnerable adult or child or is grooming a vulnerable adult or child for a personal or intimate relationship.

4.2. Concerns should be reported following the safeguarding adult procedures as a safeguarding concern.

5. Involvement of the Person in a Position of Trust and Teens Unite in any Safeguarding Action

5.1. Teens Unite has both a duty to the adult with support needs, and a responsibility to act when allegations are made against an employee.

Document No:	Version No:	Document Title:	Effective date:	3 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

5.2. Teens Unite are responsible for responding to allegations regarding any person working for them in a position of trust with adults with support needs and for undertaking all necessary action in line with internal management process.

5.3. Teens Unite will ensure robust employment practices, including reference checks and relevant Disclosure and Barring Service checks.

5.4 Any disciplinary procedures will be compatible with the Charity’s responsibility to protect adults at risk of abuse or neglect.

5.5

The specific responsibilities include:

- a clear internal allegations management procedure in place which sets out the process, including timescales for investigation and support and advice which is available to individuals against whom allegations have been made.
- Codes of professional conduct and / or employment contracts which should be followed and should inform management action.
- Ensuring senior leadership and those in management positions are appropriately familiar and confident with the responsibilities the charity holds regarding both Disclosure and Barring Service (DBS) checks and referrals.
- Making prompt referrals to the Disclosure and Barring Service (DBS) and / or other professional registration bodies where appropriate.
- Maintaining records of the number and nature of allegations made, outcomes of enquiries/investigations and employers should use these to inform service improvement.
- Promoting and maintaining workforce awareness of the charity’s Whistleblowing policy.

5.4. If there are concerns regarding the person in a position of trust’s contact with children, a referral must be made to the Local Authority Designated Officer (LADO).

5.5. If there are concerns or indications that the person in a position of trust has committed a crime, the police must be immediately informed.

Document No:	Version No:	Document Title:	Effective date:	4 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

5.6 The legal duty to refer to the DBS applies where a person leaves their role before a disciplinary hearing has taken place following a safeguarding incident and Teens Unite feels they would or might have dismissed the person based on the information they hold.

5.7 Even if the safeguarding concerns arising from a person in a position of trust have been satisfactorily resolved in an individual case, where there is an ongoing risk of that person in a position of trust causing harm to other vulnerable adults or children, consideration should be given to their future role within the charity.

Associated Documents

Procedures
Internal Management Procedures

Forms

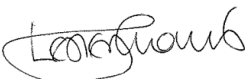
Revision History

Version No.	Reason for Revision	Document Author	Date
0	New document		

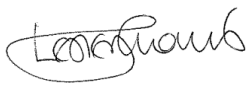
<Internal Use only / Public>

Document No:	Version No:	Document Title:	Effective date:	5 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

Document Approvals


Author			
Name	Position	Signature	Date
Lesley Morris	Operations Manager		23/09/2023

Reviewers			
Name	Position	Signature	Date

Approval			
Name	Position	Signature	Date
Document Control Approval			
Lesley Morris	Operations Manager		23/09/2023
Trustee Approval			
Dr Anisha Patel (signed electronically)	Trustee - Beneficiary Lead	<i>Anisha Patel</i>	23/09/2023
CEO Approval			

<Internal Use only / Public>

Document No:	Version No:	Document Title:	Effective date:	6 of 6
POL-028	0	Persons in a Position of Trust (piPOT)	September 2023	

Roxanne Lawrance	CEO		23/09/2023
------------------	-----	--	------------

<Internal Use only / Public>