



Track Academy Safeguarding Policy for Vulnerable Adults

1. Purpose

This policy aims to ensure that all vulnerable adults who engage with Track Academy's activities are protected from harm, abuse, and neglect, and are supported appropriately in a safe and respectful environment. It sets out the responsibilities of staff and volunteers in promoting the safety and wellbeing of vulnerable adults.

2. Definition

A vulnerable adult is someone aged 18 or over who:

- Requires community care services due to disability, age, or illness; and
- May be unable to take care of themselves or protect themselves from harm or exploitation.

This definition aligns with guidance under the Care Act 2014 and other relevant UK legislation.

3. Principles

Track Academy is committed to:

- Ensuring that vulnerable adults have the right to live in safety, free from abuse, neglect, or exploitation.
- Respecting the rights, wishes, dignity, and privacy of all vulnerable adults.
- Recognising that safeguarding is everyone's responsibility, and all staff and volunteers play a role in identifying and reporting concerns.
- Promoting a culture of openness, transparency, and accountability in all safeguarding matters.

4. Types of Abuse

Abuse can take many forms, including but not limited to:

- Physical abuse – hitting, slapping, or misuse of medication
- Emotional or psychological abuse – threats, humiliation, intimidation
- Sexual abuse – unwanted sexual activity, grooming, exploitation
- Financial or material abuse – theft, fraud, coercion
- Neglect – failure to provide basic care, support, or medical attention
- Discriminatory abuse – based on age, race, gender, disability, religion, or sexual orientation
- Domestic abuse – harm caused within a domestic or family relationship
- Modern slavery – forced labour, trafficking, or exploitation
- Institutional abuse – neglect or poor practices within organisations or care settings



5. Roles & Responsibilities

- Designated Safeguarding Leads (DSLs): Yvonne Simpson and Erick Sanchez are responsible for overseeing safeguarding procedures, offering guidance, and responding to concerns.
- All Staff and Volunteers: Must be able to identify signs of abuse, respond appropriately, and report any concerns promptly.
- Management: Ensure that safeguarding procedures are implemented effectively, volunteers and staff are trained, and concerns are acted upon in a timely manner.

6. Recognising Abuse

Staff and volunteers should be alert to signs such as:

- Changes in behaviour, mood, or personality
- Unexplained or frequent injuries
- Withdrawal, anxiety, or fearfulness
- Reports or disclosures from the vulnerable adult or others
- Poor living conditions or lack of personal care
- Financial irregularities or sudden loss of possessions

7. Reporting & Responding to Concerns

- All concerns must be reported immediately to the DSL.
- If a crime is suspected, the police will be informed without delay.
- The vulnerable adult's consent will be sought before action is taken unless doing so would place them at risk or it is otherwise inappropriate.
- Staff and volunteers must act quickly but calmly, ensuring the immediate safety of the individual.
- Records of concerns should be accurate, factual, and stored securely.

8. Confidentiality

- All safeguarding information will be handled sensitively and shared only on a need-to-know basis.
- Records will be kept in line with data protection requirements (UK GDPR) and organisational policy.
- Staff and volunteers must maintain confidentiality while ensuring that the safety of the vulnerable adult is prioritised.

9. Training

- All staff and volunteers will receive safeguarding training relevant to working with vulnerable adults, including recognising signs of abuse, reporting procedures, and understanding legal responsibilities.
- Regular refresher training will be provided to ensure knowledge remains current.



10. Review

- This policy will be reviewed annually, or following any significant incident, or updates to relevant legislation or guidance.
- Feedback from staff, volunteers, and stakeholders will be incorporated to ensure the policy remains effective, clear, and practical.

Signed by CEO of Track Academy:

Name: Patrik Ewe

Date signed: 10 April 2026