

Appendix 3: Safeguarding of children and adults

When a person's conduct towards an adult or child may impact on their suitability to work with or continue to work with children, this must be referred to the Children's local authority's designated officer (LADO). However, if a crime is believed to have been committed, the Police must be contacted immediately.

In a situation where there is **immediate risk of harm or need for treatment**, all staff in all agencies should call the police and/or ambulance service without referring to a manager, if not doing so would cause unnecessary delay in protecting the adult or others from crime or injury. In fact, not making urgent contact may later be construed as negligent or failing in the duty of care.

If you are uncertain whether or not to refer a matter to the Local Authority, you can consult with professionals, who are there to help. This consultation may be anonymous with regard to the identity of the caller and any other people involved. For Medway phone 01634 334466 and state that you want to consult about an adult safeguarding concern. Kent phone 03000 41 61 61. The timeframe for a consultation should ideally not exceed 24 hours. If it becomes clear during the consultation with the Local Authority, that a child(ren) or an adult(s), with care and support needs, have or may have been abused or is at risk of abuse or neglect a referral to the local authority must be made.

If concerns are raised out of hours, the Out of Hours Team will take any immediate protective action and pass the concern to the appropriate team. Kent and Medway Out of Hours number is 03000 416161

Concern about abuse or neglect of an adult provides sufficient grounds to warrant sharing information on a 'need to know' basis and/or 'in the public interest or vital interest' and unnecessary delays in sharing that information should be avoided. Whenever possible an adult must be made aware about the information being shared in relation to the safeguarding.

If a crime has been committed the police will be informed. The level of risk to the adult or to other adults or children will inform any actions taken by the police.

The principles that should govern the sharing of information include:

- a) confidentiality must not be confused with secrecy
- b) information will only be shared on a 'need to know basis' when it is in the best interests of the adult/child
- c) it is inappropriate for agencies to give assurances of absolute confidentiality in cases where there are concerns about abuse or neglect, particularly in situations where others may be at risk.

The Kent and Medway Multi Agency Protocol for Dealing with Cases of Domestic Abuse to Safeguard Adults with Care and Support Needs is available [here](#).

[Kent and Medway Safeguarding Children Procedures](#) provide further information.