



Shetland UHI, University of the Highlands and Islands

Adult Protection Policy and Procedures

Policy code

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| Lead Officer (Post): | Principal and CEO |
| Responsible Office/ Department: | Senior Management |
| Responsible Committee: | Operations and Estates |
| Review Officer (Post): | Operations Manager |
| Date policy approved: | 01/08/2021 |
| Date policy last reviewed and updated: | 01/09/2020 |
| Date policy due for review: | 31/08/2022 |
| Date of Equality Impact Assessment: | Done by SIC |
| Date of Privacy Impact Assessment: | Done by SIC |

Accessible versions of this policy are available upon request.

Policy Summary

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| Overview | <p>Shetland UHI has adopted the Shetland Inter-Agency Adult Protection Procedures</p> <p>In order to safeguard adults from harm, it is important that we work together. Professionals need to work with adults and their families as well as in partnership with other agencies, including the Police and Health. Please see Shetland inter-agency Adult Support and Protection Procedures for detailed information on how to respond to concerns about the safety of an adult.</p> |
| Purpose | Safeguarding vulnerable adults in Shetland |
| Scope | The Shetland Public Protection Committee undertakes all the duties of the Adult Protection Committee as laid down in the Adult Support and Protection (Scotland) Act 2007. The aim is to ensure that all aspects of adult protection work are done as well as possible and adults at risk of harm are identified and protected. |
| Consultation | <p>Shetland Islands Council, Shetland NHS Board and Police Scotland have approved this document. The policy, procedures and practice guidance that follow apply to all statutory agencies represented at SPPC and must be followed irrespective of the source of the referral or its first point of contact.</p> <p>Third sector organisations providing services to vulnerable adults are represented at SPPC. National Guidance makes it clear that all organisations should adopt local and national child and adult protection procedures. Further guidance for community groups is available at http://www.safershetland.com/adult-protection-for-community-groups. Further protocols may be developed to provide additional guidance on specific areas of child protection work. Once approved by SPPC they will be added to these Procedures and shared accordingly</p> |
| Implementation and Monitoring | Shetland UHI are responsible for ensuring that the policy and procedures are followed in their own organisation. |
| Risk Implications | This policy and the procedures will reduce risk for Shetland UHI by ensuring that best practice from all partner agencies is being shared and followed. |
| Link with Strategy | This policy supports Shetland UHI's commitment to provide a safe and supportive learning environment for all, aligned with the Strategic Theme of "Our Students", responding to the diversity of our student population by enhancing inclusive practice, and widening access and participation. It also |

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| | aims to ensure the University discharges its duty of care and meets legislative requirements on safeguarding. |
| Impact Assessment | The Shetland Inter-Agency Guidance is compatible with the equality and diversity principles and duties set out within the Equality Act 2010 - http://www.legislation.gov.uk/ukpga/2010/15 . The guidance is also compatible with the Human Rights Act 1998. Child protection services in Shetland will ensure that they operate in fair, consistent and reliable ways with an emphasis on participation, respect, and inclusion. |
| | GDPR legislation will be observed in the implementation of this policy and procedures. |

1. Policy Statement

Shetland UHI continues to recognise and follow this local Shetland Inter-agency adult protection policy and procedure. This gives advice on what to do if you suspect someone you know is suffering from harm, or if you think you are being harmed yourself. You will also be able to find information about the Adult Support and Protection (Scotland) 2007 Act, and how this important piece of legislation protects adults at risk.

[Adult Protection | Shetland Child & Adult Protection Committees \(safershetland.com\)](https://safershetland.com)

2. Purpose

Shetland UHI recognises and complies with our legal and statutory obligations that arise from legislation including the Protection of Children (Scotland) Act 2003, the Adult Support and Protection (Scotland) Act 2007, the Counterterrorism and Security Act 2015, the Children and Young People (Scotland) Act 2014 and other relevant guidance and regulations.

3. Scope

This policy and the procedures apply to activities undertaken by all students as part of their studies including but not limited to: -

Work placements and work experience - Summer schools, field trips and outreach activities

This policy applies in all environments, including physical and virtual (e.g., social media and online learning platforms).

4. Exceptions

There are no exceptions, exclusions, or restrictions.

5. Notification

5.1 All staff are responsible for safeguarding students through their student journey and will be made aware of any changes to the policy and procedures

5.2 Mandatory adult protection training for all staff.

5.3 The policy will be publicly available on our website.

5.4 We will make information available about our Safeguarding Lead and how to contact them.

5.5 The Safer Shetland Group and local child and adult protection committees will include any updates to the policy or procedure as an agenda item to ensure that Shetland UHI staff are included in any forum to discuss changes and best practice.

6. Roles and Responsibilities

6.1 Shetland UHI Board of Management are responsible for approving the policy and procedures as agreed by the Shetland Public Protection Committee [Safer Shetland - Safeguarding Children, Young People and Adults in Shetland](#), ensuring the legal compliance of the policy and ensuring that it is followed. Shetland UHI Board of Management are also responsible for ensuring the strategic effectiveness of the policy.

6.2 Principals / Senior Management Teams are responsible for operational compliance with the policy set by the Shetland UHI Board of Management and making sure recommendations and updates to the policy are communicated.

Principals / Senior Management Teams are also responsible for ensuring the operational effectiveness of the policy and making provision for training for all staff.

6.3 Safeguarding Leads – are accountable with responsibilities as detailed in the Safeguarding Procedures.

6.4 Line managers are responsible for ensuring staff participate in training and follow the policy in their day-to-day role.

6.5 All staff are responsible for familiarising themselves with the policy and procedures.

7. Legislative Framework

[Adult Support and Protection \(Scotland\) Act 2007 \(legislation.gov.uk\)](#)

[Children and Young People \(Scotland\) Act 2014 \(legislation.gov.uk\)](#)

[CETS 197 - Council of Europe Convention on Action against Trafficking in Human Beings \(coe.int\)](#)

[Data Protection Act 2018 \(legislation.gov.uk\)](#)

[Education \(Additional Support for Learning\) \(Scotland\) Act 2004 \(legislation.gov.uk\)](#)

[Equality Act 2010 \(legislation.gov.uk\)](#)

[Directive 2011/36/EU of the European Parliament and of the Council of 5 April 2011 on preventing and combating trafficking in human beings and protecting its victims, and replacing Council Framework Decision 2002/629/JHA \(europa.eu\)](#)

[Forced Marriage etc. \(Protection and Jurisdiction\) \(Scotland\) Act 2011 \(legislation.gov.uk\)](#)

[Data Protection Act 2018 \(legislation.gov.uk\)](#)

[Human Trafficking and Exploitation \(Scotland\) Act 2015 \(legislation.gov.uk\)](#)

[Mental Health \(Care and Treatment\) \(Scotland\) Act 2003 \(legislation.gov.uk\)](#)

[Police Act 1997 \(legislation.gov.uk\)](#)

[Police and Fire Reform \(Scotland\) Act 2012 \(legislation.gov.uk\)](#)

[Protection of Children \(Scotland\) Act 2003 \(legislation.gov.uk\)](#)

[Protection of Children and Prevention of Sexual Offences \(Scotland\) Act 2005 \(legislation.gov.uk\)](#)

[Protection of Vulnerable Groups \(Scotland\) Act 2007 \(legislation.gov.uk\)](#)

[Rehabilitation of Offenders Act 1974 \(legislation.gov.uk\)](#)

[Sexual Offences Act 2003 \(legislation.gov.uk\)](#)

[Sexual Offences \(Scotland\) Act 2009 \(legislation.gov.uk\)](#)

[UNCRC Article 19 - I have the right to be protected from being hurt or badly treated - The Children and Young People's Commissioner Scotland \(cypcs.org.uk\)](#)

8. Related Policies, Procedures, Guidelines and Other Resources

- [Shetland inter-agency Child Protection Procedures \(safershetland.com\)](#)
- [Safeguarding Policy \(uhi.ac.uk\)](#)
- Shetland UHI Safeguarding Procedures (when available online)
- [Shetland-UHI-Corporate-Parenting-Plan-2021-24.pdf](#)

9. Version Control and Change History

| Version | Date | Approved by | Amendment(s) | Author |
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