

Safeguarding Quick Guide

Designated Safeguarding Officer:

- Any concern to be reported as soon as possible to the named Safeguarding officer, who will advise and liaise as necessary.
- A full record to be made as soon as possible of the nature of the allegation and any other relevant information.
- This should include information in relation to the date, the time, the place where the alleged abuse happened, your name and the names of others present, the name of the complainant and, where different, the name of the adult who has allegedly been abused, the nature of the alleged abuse, a description of any injuries observed, the account which has been given of the allegation. If possible, this should be recorded on the 'initial cause for concern' form.
- If it is not possible to contact the Designated Safeguarding Officer, contact Onecall:

Onecall telephone 01670 536 400

Email onecall@northumbria.nhs.uk

In an emergency, i.e. if someone's safety is under immediate threat, dial 999 and then report to the Designated Safeguarding Officer.

The main types of abuse include:

- **Neglect and acts of omission**- including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- **Self-neglect** - this covers a wide range of behaviour including neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.
- **Financial or material abuse**- including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- **Physical abuse**- including hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions.
- **Sexual abuse**- including rape and sexual assault or sexual acts to which the adult at risk has not consented or could not consent or was pressured into consenting.
- **Psychological abuse**- including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.
- **Discriminatory abuse**- including racist, sexist, that based on a person's disability, age or sexuality and other forms of harassment, slurs or similar treatment.