

# An Easy Read Guide to Making Safeguarding Personal (MSP)



**Everyone's business**

Working together to  
Prevent harm and abuse





Safeguarding means protecting you from **harm** and **abuse**.

You have the right to live in safety, without abuse and **neglect**.



Safeguarding includes stopping abuse and preventing harm, if we can.



As the **local authority**, (East Sussex County Council) we have a **legal duty** to **make enquiries** if we think that an adult may be at risk of abuse or neglect.



We make enquiries to try to find out if an adult is being harmed by abuse or neglect.



If we find out an adult is being harmed or is at risk of being harmed, we will work out what should be done to stop the abuse or neglect.

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## What is Making Safeguarding Personal (MSP)?



This is a way of making sure you are involved when we are checking if there has been any abuse or neglect.



We will ask you about your life and make sure we know what you want to happen at the end of the enquiry or your goal.



We will talk with you to find the best way to keep you safe and make your quality of life better.

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### As part of this process, we will:

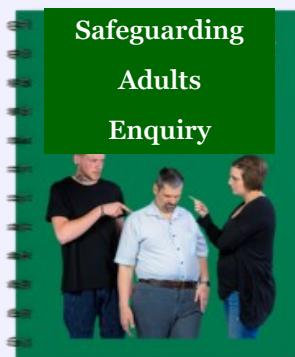
- Listen to you
- Take you seriously
- Give you the chance to speak out
- Help you make choices and reach your own decisions;
- Keep you **informed** and involved;
- Tell you what will happen next.



We will speak with you and ask if anything has changed



We will check if your goal has been met or whether you have any new goals.



We may call the goal or goals you set a '**safeguarding enquiry outcome**'.

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## Who does safeguarding help?



- Any adult who appears to have care and support needs;



- Any adult who cannot protect themselves because of their care and support needs;



- Any adult who is at risk of being abused or neglected;



- Any adult who is being abused or neglected.

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	<h2>Adult abuse and neglect</h2>
	<p><b>May be something that happens once or lots of times.</b></p>
	<p><b>Can be caused by anyone -</b></p> <ul style="list-style-type: none"> <li>• <b>someone you know;</b></li> <li>• <b>another adult with support needs;</b></li> <li>• <b>a professional or</b></li> <li>• <b>a stranger.</b></li> </ul>
	<p><b>Can happen anywhere, including your own home, a care home, hospital or in a public place.</b></p>
	<p><b>Adults at risk are people over the age of 18 years old.</b></p>

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## How safeguarding works



When we receive a concern about possible abuse or neglect we will follow the **Sussex Safeguarding Adults Policy and Procedures**.

The policy tells us what we must do when we receive a report of possible abuse or neglect.



A member of the Safeguarding Adults team will contact you to discuss the concerns.



So that we can make a plan to help you, we will ask you -

- To tell us as much as possible about what may be worrying you;
- If there are things that you would like to happen.

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## Involvement and support



We will ask who you would like to be involved to support you.

This may be a family member or friend or you can ask for support from an advocate.



An advocate is someone who will talk to you and listen to your views, feelings, values and beliefs.

An advocate will support you to make important decisions.



You will have the chance to talk to a professional on your own, if you would like to.



Sometimes when we have specific concerns about your safety and risk, we may ask to speak to you on your own.

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## Mental Capacity



**Mental capacity** means being able to make your own decisions.



If we think you may not have the mental capacity to be involved in the Safeguarding Process, we will complete a **mental capacity assessment**.



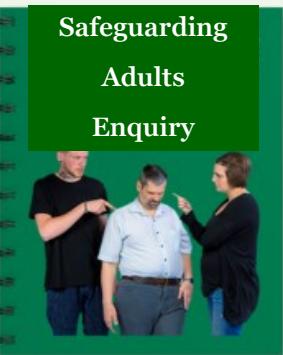
If the assessment tells us that you do not have the mental capacity to make your own decisions, we will ask you if there is anyone you would like us to talk to on your behalf.



If there isn't anyone that you would like us to speak to, we will ask an **Independent Mental Capacity Advocate (IMCA)** to meet you to listen to your views, feelings, beliefs and values.

The IMCA will tell us what you would want to happen.

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## Safeguarding enquiry outcomes: What you want to happen



**Safeguarding enquiry outcomes can result in -**

- Stopping the abuse or neglect;
- Helping you to feel safe;
- Making new friends and thinking about new things to do;
- Feeling better;
- Having control over what happens to you;
- Knowing where to go to ask for help;
- Receiving an apology (someone saying sorry)
- Knowing it won't happen to anyone else
- Having access to the Criminal Justice System (this could be the police, the courts or other organisations that help get justice)



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## What happens at the end of a Safeguarding enquiry?



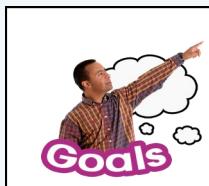
**We will** keep you involved about any decision to end the enquiry.



**We will** check with you that you know what to do if you have any concerns or difficulties.



**We will** make sure that you feel safe now.



**We will** check whether you have met your goals and got the outcome you wanted.



**We will** discuss with you whether we need to review your safeguarding plan in the future.



**We will** give you and your supporters the chance to tell us what you thought of the safeguarding process.



This information will help us to find out what went well and what we can do to improve our services in the future.



## How to report a safeguarding concern for an adult:



**Call Health and Social Care Connect (HSCC):**  
**0345 60 80 191**



**Email HSCC:**  
**HSCC@eastsussex.gov.uk**



**Report a concern online:**  
**[Eastsussex.gov.uk/reportaconcern](http://Eastsussex.gov.uk/reportaconcern)**



### Getting this leaflet in other formats

If you need this leaflet in a different format, such as large print, audio recording, Braille or another language, please phone

**Health and Social Care Connect  
On 0345 8060 80 191**



This leaflet is also available in PDF form which you can download from our website at

**[eastsussexsab.org.uk](http://eastsussexsab.org.uk)**

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## Who are the Safeguarding Adults Board?



The Safeguarding Adults Board is a group of organisations which work together to try to make sure we support adults who may be at risk of harm.



Every adult life is **unique** but we know that those with care and support needs may sometimes be at risk of abuse or neglect.



For more information on the work of the East Sussex Safeguarding Adults Board:

**Visit our website at**

**[www.eastsussexsab.org.uk](http://www.eastsussexsab.org.uk)**

**Follow us on Twitter**

**@SAB\_East Sussex**

**Email**

**[ESSAB.Contact@eastsussex.gov.uk](mailto:ESSAB.Contact@eastsussex.gov.uk)**

**Phone us on 01273 335 277**

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## Glossary (Explaining words)

These are the words highlighted in blue

Word	Meaning
Harm	To hurt someone
Abuse	To treat someone badly
Neglect	Not looking after yourself or someone else
Local Authority	East Sussex County Council
Legal Duty	Something the law says we must do
Make enquiries	Ask people what happened
Informed	Told what is happening
Professional	Someone who has special training or education to do their job. This could be a social worker or doctor
Stranger	Someone you don't know
Mental Capacity	How well you understand something
Mental Capacity Assessment	To check whether you understand and can be involved in the safeguarding process
Enquiry	Asking for and collecting information
Safeguarding Enquiry Outcome	Actions that have been agreed that help and protect the adult
Unique	Different from everyone else

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