

## 1. What is a Person in a Position of Trust (PiPoT)?

Anyone can be in a 'position of trust'.

Care Act (2014) defines People in Positions of Trust (PiPoT) as;  
“people who work in paid or unpaid capacity, including celebrities and people undertaking charitable duties with adults with care and support needs”

Allegations may be made that a PiPoT has caused harm to an adult or child, either in their professional or personal life. In these cases, it is essential that there is a fair & proportionate response to protect those at risk.

## 7. Links and resources

[Care and support statutory guidance - GOV.UK](#)

Paragraphs 14.120 to 14.132)

[Report a concern | Worried about an adult | Hull](#)

[Hull Safeguarding Adults Partnership Board – Hull Collaborative Partnership](#)

PiPoT referral form

## 6. Managing the PiPoT referral

All organisations must have clear internal policies and procedures for managing PiPoT.

When a decision has been made to share information with the PiPoT's employer, student body or voluntary organisation, the agency leading the PiPoT will;

- contact the employer, student body or voluntary organisation to share information and any relevant parties.
- ensure that sharing of information is justifiable and proportionate.
- request details of any action taken and seek assurance that they have conducted a risk assessment.
- record the rationale for all decision-making, and ensure it is timely.
- make it clear whether the information relates to a criminal or civil enquiry.

The PiPoT process ends when either;

- the decision is made not to disclose on the basis that the criteria is not met, or
- a disclosure to an employer is made and their response is received. At this point the intervention should be reviewed and case closed

## 2. Why is it important?

There are clear legal duties on the local authority to undertake enquiries in certain circumstances where adults with care and support needs are identified as experiencing or being at risk of abuse or neglect.

However, The Care Act does not set out any primary legal duties on the local authority associated with managing allegations against people who work in a position of trust with adults with care and support needs.

The care and support statutory guidance **does** set out the expectation for agencies providing care and support services to have clear policies in line with those from the safeguarding adults board for dealing with allegations against people who work with those with care and support needs.



Person in a Position of Trust (PiPoT)

## 3. Scope

The PiPoT Guidelines apply to concerns and allegations about;

- a person who works with adults with care and support needs in a position of trust, whether an employee, volunteer or student (paid or unpaid); and
- where those concerns or allegations indicate the person in a position of trust poses a risk of harm to adults with care and support needs.

This guidance only applies when information is disclosed relating to concerns outside of the PiPoT's employment. Any concerns relating to the person's conduct, behaviour or actions towards adults with care and support needs within their employment will already be known to the employer and should be dealt with via a Safeguarding Adult referral.

## 4. Types of concerns/allegations

A PiPoT allegation relates to a person who works with adults with care and support needs and there are concerns that they have;

- behaved in a way that has harmed or may have harmed an adult or child
- possibly committed a criminal offence against, or related to, an adult or child
- behaved towards an adult or child in a way that indicates they may pose a risk of harm to adults with care and support needs.

These Guidelines apply whether the allegation relates to a current or a historical concern.

If a person has been arrested and they are employed and/or undertake voluntary work the person will receive a Common Law Disclosure Notice (CLPD) when they are given their Rights and Entitlements. This is information regarding the possibility that the police may disclose information about the individual to an employer, regulator or voluntary organisation.

## 5. PiPoT referral

In the first instance the person raising the concerns should immediately discuss the allegation with the Local Authority Safeguarding Adults team (01482 616092). They should gather sufficient information in order to make a decision on whether a referral is required under the PiPoT process. If the person works in Hull, a referral should be made to Safeguarding Adults Team using the PiPoT referral form and e-mailed to [adultsafeguarding@hullcc.gov.uk](mailto:adultsafeguarding@hullcc.gov.uk).

The Hull City Council Safeguarding Adults' Team will receive and screen the referral to check that the PiPoT criteria is met;

- If the criteria is not met, they will feedback to the referrer and advise what action they need to take (if any).
- If the criteria is met, they will decide which agency will lead on a PiPoT fact finding and information gathering enquiry. This may be health, the Police, another relevant agency, or it may remain within the Safeguarding Adult Team.
- The Safeguarding Adults Team Manager/Practice Lead will consult directly with the relevant agency to discuss actions and next steps. The relevant lead agency will undertake an enquiry and continue to provide updates to the Safeguarding Adult Team.
- The lead agency may convene a PiPoT discussion or meeting to assess and determine what action is required to manage the risk(s) posed by a PiPoT.

In most cases, the referred person should be made aware from the outset that a referral has been received and their engagement in the process sought.