

LOCKINGTON PARISH COUNCIL

SAFEGUARDING POLICY

1.0 Introduction

- 1.1 In the interests of child protection and the welfare and protection of vulnerable adults, this Council is committed to ensuring that children and vulnerable adults are protected and kept safe from harm whilst they are engaged in any activity associated with the Council.
- 1.2 The Parish Council does not directly provide care of supervision services to children and vulnerable adults, it expects all children and vulnerable adults using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.
- 1.3 This policy applies where a young person or vulnerable adult may be acting as a volunteer for parish council activities or functions.

2.0 Objectives

- 2.1 The objectives of this policy are:
 - a) To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and vulnerable adults;
 - b) To promote the general welfare, health and development of children by being aware of child protection issues and to be able to respond where appropriate as a local government organisation;
 - c) To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.

3.0 Aim

- 3.1 The aim of this policy document is to guide members of this Parish Council should any child protection issue or any issues with vulnerable adults arise during their work.

4.0 Responsibilities & Procedures

- 4.1 A Safeguarding Officer will be appointed from within the Council and his/her responsibilities will include:
 - a) Ensuring that before any Parish Council organised event with children or vulnerable persons, participants are briefed appropriately;
 - b) Ensuring that members are aware of the risks they may face in certain circumstances whilst carrying out their duties;
 - c) Ensuring that whilst Council members are unlikely to be involved with children and vulnerable adults during the performance of their duties, they are mindful of the risks they face;
 - d) Ensuring that before any volunteers or paid members of staff are recruited to work with children and vulnerable adults they are interviewed and that references taken up or checks made;

- e) Decisions on whether any person should be DBS checked will be made by the Council or the Safeguarding Officer following an assessment of risk.
- 4.2 All Councillors are to be provided with a copy of the Safeguarding Policy and will be required to acknowledge in writing that they will abide by it.
- 4.3 Councillors, employees and other volunteers will adhere to the 'List of Recommended Behaviour' namely:
- A minimum of two adults present when supervising children;
 - Not to play physical contact games with the children;
 - Adults to wear appropriate clothing at all times;
 - Ensure that accidents are recorded in an accident book; and
 - Never do anything of a personal nature for a young person.
- 4.4 Relevant Child Protection training for Parish Council members and staff should be undertaken.
- 4.5 No Parish Council member, employee or volunteer of the Parish Council will have unsupervised access to children until the requirements of 4e above has been assessed.
- 4.6 The Safeguarding Officer shall:
- a) Keep records in an incident book of any allegations a young person may make to any committee member or volunteer. The incident book to be available for inspection as each Parish Council meeting;
 - b) Report to the appropriate authorities any allegation that made about improper conduct towards children or vulnerable adults attending any Parish Council meeting or event;
 - c) Ensure that play facilities offered by the Parish Council have been inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation.
 - d) Share information about child protection and good practice with partner organisations, councillors, employees, volunteers, parents and carers.
 - e) Where a contractor, working directly for the Parish Council, being deemed to be working in any area where children or vulnerable adults may be at risk, that contractor will be asked to provide their Safeguarding Policy.
- 4.7 Any organisation which may make contact with children or vulnerable adults shall be required to show proof of its own appropriate Safeguarding Policy before being allowed to participate in the use of any council owned facilities.

5.0 Declaration

- 5.1 This Parish Council is fully committed to safeguarding the well-being of children and vulnerable adults attending any of its meetings, events or activities, by protecting them from physical, sexual, emotional harm and neglect.
- 5.2 All members of this Parish Council shall read the Safeguarding Policy. Having read the Policy they shall be proactive in providing a safe environment for children and vulnerable people who are involved in Parish Council meetings, events or activities.

Revision 1.0 July 24

5.3 This Policy will be reviewed annually at the Annual Council meeting in May each year.

Date: July 24