

Holcombe Parish Council

Safeguarding and Protection of Children and Vulnerable Adults Policy

This policy was adopted by the Council: 1st November 2022

Reviewed 9th May 2023

Policy Statement

In the interests of child protection and the welfare and protection of vulnerable adults, Holcombe Parish 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 Parish Council. Safeguarding children and vulnerable adults is **everyone's** responsibility. In this policy a child is defined as a person under the age of 18 (The Children Act 1989). The Designated Safeguarding Lead will be the Chairman of the Parish Council.

Aims

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

Policy Objective:

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to reduce the risk to children and vulnerable adults.
- 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 association.
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.
- As the Parish Council does not directly provide care or 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.

Responsibilities and Procedures

The Councillors and Clerk will be responsible in:

- Ensuring that before any Parish Council organised event with children or vulnerable persons, the Designated Safeguarding Lead briefs participants appropriately.
- Ensuring that they are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Ensuring that whilst they are unlikely to be involved with children during the performance of their duties, they are mindful of the risk they face.
- Ensuring that before any volunteers or paid members of staff are recruited to work with children and vulnerable persons they are interviewed and two references taken up.
- Decisions on whether any person should be DBS checked will be made by the Council or the Chairman after consultation with the Clerk following a risk assessment.
- All Councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge and sign to confirm they will abide by it. All new Councillors will also be required to sign.

- Councillors will adhere to the ‘List of Recommended Behaviour’ namely:
 - A minimum of two adults present when supervising children
 - Not to play physical contact games
 - Adults to wear appropriate clothing at all times
 - Ensure that accidents are recorded in an accident book
 - Never do anything of a personal nature for a young person.
- Keep records of any incidents or allegations a person may make to any council member or volunteer.
- Refer cases of suspected abuse or allegations to the Designated Safeguarding Lead who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures.
- Sharing information about child protection and good practice with partner organisations, councillors, employees, volunteers, parents and carers.
- In the event of 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, then that contractor will be asked to provide their Safeguarding Policy.

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.

Photography

All photography should be made in public where young people and vulnerable adults are involved. The child, young person or vulnerable adult should be happy with having their picture taken. The names of children, young people or vulnerable adult should not be used in photographs or video footage, unless with the express permission of the child, young person or vulnerable adult’s parent carer or other responsible adult.

There may be occasions when photographs of groups of children are taken at public events, e.g., at the opening of a playground. Permission to use such images in the press, in village magazines, or on the website would not normally be expressly sought; this is common practice.

Declaration

Holcombe Parish Council is fully committed to safeguarding the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm, neglect including cyber bullying, sexting and peer on peer abuse.

All members of Holcombe Council should read the Safeguarding Policy. Having read the Policy, they should be proactive in providing a safe environment for children and vulnerable people who are involved in Parish Council activities.

Councillors Signature to acknowledge Policy:

All Councillors signed the hard copy at the meeting held on the 1st November 2022