

Wilburton Parish Council

Safeguarding Adults and Children at Risk Policy

Policy Statement

Wilburton Parish Council is committed to ensuring that all those engaged in any Parish Council activity are protected and kept safe from harm. This policy applies to all staff, Councillors and volunteers engaged in Parish Council activities and/or events. This policy is vital to the Council's role as an owner, provider and operator of children's play areas including any facility the council provides.

Policy Objective

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. To promote the general welfare, health and development of children and vulnerable adults by being aware of child protection issues and to be able to respond where appropriate as a local government organisation. 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 or vulnerable adults, it expects all those using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

Aims

The aim of this policy document is to guide members of the Parish Council should any child protection issue or issue with a vulnerable adult arise during their work (Voluntary or Paid).

Responsibilities & Procedures

A Child Protection Officer will be appointed from within the Council and his/her responsibilities will include:

- Ensuring that before any Parish Council organised event with children or vulnerable persons, the Child Protection Officer briefs participants (including volunteers) appropriately.
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Ensuring that whilst Council members 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 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 risk assessment.

All new Councillors are to be provided with a copy of the Safeguarding Children and Adults at Risk policy and are required to acknowledge they will abide by it.

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 child.

Records will be kept in an incident book of any allegations a child may make to any Councillor member, employee or volunteer. Incident book to be presented to the Parish Council at full Council meetings for inspection.

If there is an incident of child abuse or abuse to a vulnerable person it should be reported to the Child Protection Officer who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures and also referred to the Council for further action as appropriate and future risk assessment.

Playground 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.

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 may be at risk, then that contractor will be asked to provide their Child Protection Policy.

Declaration

Wilburton Parish Council is fully committed to safeguarding the well-being of children by protecting them from physical, sexual, emotional harm and neglect. All members of Wilburton Parish Council should read the Council's Child Protection 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. This Policy will be reviewed annually at the first meeting following the Annual Parish Council meeting.

If a member of the Parish Council, an employee or volunteer is concerned that a child or vulnerable person may be suffering physical, sexual or emotional abuse or is being neglected they must contact Cambridgeshire County Council:

Contact Details for Child Telephone: 0345 045 5203 (8-6pm Monday to Friday)

Email: referralcentre.children@cambridgeshire.gov.uk

Contact Details for a Vulnerable Person Telephone: 0345 045 5202 (8am to 6pm weekdays, 9am to 1pm Saturday)

Email: referral.centre-adults@cambridgeshire.gov.uk

Outside office hours

If someone is in danger and unable to protect themselves, or cannot remain in the community without immediate intervention, telephone: 01733 234 724.