

HASLINGFIELD PARISH COUNCIL

SAFEGUARDING POLICY

Haslingfield Parish Council has a duty of care to safeguard all children, young people and vulnerable adults whilst they are engaged in any activity associated with the Council.

Definitions

1. Children and young people: anyone under the age of 18 years.
2. Vulnerable adult: anyone over 18 who is:
 - unable to care for themselves,
 - unable to protect themselves from significant harm or exploitation
 - or may be in need of community care services.

To whom this policy applies

3. This policy applies to anyone working for or on behalf of the Parish Council whether in an elected, paid, voluntary or commissioned capacity, for example contracted to do a piece of work.

Promoting a safe environment

4. The Council will aim to:
 - create a healthy and safe environment for all activities, where children, young people and vulnerable adults feel safe and secure,
 - promote the general welfare, health and development of children, young people and vulnerable adults by being aware of safeguarding issues and to be able to respond where appropriate as a local government organisation,
 - develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect, and
 - ensure that councillors, staff and volunteers are well informed, supported and enabled to provide the best possible practice.
5. The Parish Council will appoint a Safeguarding Officer who will ensure that procedures are put in place to enable the aims of the Parish Council to be met and to initiate appropriate action should any allegation of improper conduct be made. The Council's Safeguarding Officer is the Parish Clerk.

Responsibilities

6. The Councillors and Parish Clerk will be responsible for:

- ensuring that before any Parish Council organised event with children, young people or vulnerable adults involved, they will brief outside organisers taking part in the event appropriately;
- 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;
- deciding on whether any person employed by Council or any volunteer used by Council should be DBS checked. The Chairman, after consultation with the Clerk, will decide following risk assessment;
- ensuring that new councillors are provided with a copy of this policy and are required to acknowledge they will abide by it;
- adhering 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;
- keeping records in an incident book of any allegations a child, young person or vulnerable adult may make to any Council member. The incident book to be presented to every Parish Council full meeting for inspection when any action is recorded. Any incident of child abuse will be acted upon in accordance with the Local Safeguarding Children Board's procedures;
- ensuring facilities offered by the Parish Council are inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation; and
- sharing information about safeguarding and good practice with partner organisations, councillors, employees, volunteers, parents and carers.

Declaration

7. Haslingfield Parish Council is fully committed to safeguarding the well-being of children, young people and vulnerable adults by protecting them from physical, sexual and emotional harm, and neglect.
8. All members of the Council should read the Council's Safeguarding Policy.
9. Having read the policy they should be proactive in providing a safe environment for children, young people and vulnerable adults who are involved in Council activities.

Date of approval: February 2025

Date of review: February 2027