

Broadwas and Cotheridge Parish Council

Safeguarding Children, Young People and Vulnerable Adults **Policy – March 2019**

Everyone has a duty to safeguard children, young people and vulnerable adults. Broadwas and Cotheridge Parish Council is committed to

- Making sure that when people use our facilities we have done all we should and can do to ensure they are safe
- Helping people to understand more about when children, young people and vulnerable adults may not be safe, in order to share any concern with the relevant professionals and agencies
- Promoting a safer and caring community

This policy applies to:

- anyone working for or on behalf of the Parish Council whether in a paid, voluntary or commissioned capacity.
- any individual or organisation hiring the Parish Council facilities for the purpose of delivering any service to children, young people or vulnerable adults.

1. FACILITIES

Berryfields Playing Fields and Village Hall.

The Village Hall has a Management Committee, which is responsible for the day to day running of the hall. The Management Committee will be responsible for the implementation of this policy in respect of the Village Hall, and will report to the Parish Council on an annual basis. The Management Committee may also identify and develop additional procedures and arrangements as necessary and these will be reported to the Parish Council who will consider whether amendment of the Policy is necessary.

The Playing fields are under the direct control of the Parish Council and as such are open space accessible to the public and are used by groups and for events subject to the consent of the Parish Council.

The Parish Council has no specific person, either Councillors or staff members who are involved in the care of children or adults at the facilities listed above, but will ensure that, should a concern arise, the correct procedures related to this policy are followed. This will include ensuring that all persons who use and or hire these facilities will be made aware of and where appropriate usage conditional on meeting the requirements of this policy.

2. DEFINITIONS:

Children and young people:

Anyone under the age of 18 years

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

3. SAFE ENVIRONMENT

In order to promote a safe environment for children, young people and vulnerable adults, the Parish Council will:

- • Provide safe facilities and ensure regular safety assessments are undertaken.
- • Ensure that employees, councillors and leaders of activities using parish council facilities, are aware of safeguarding expectations and subject to relevant checks where required
- • Display on notice boards the relevant safeguarding contacts for advice and help.

4. HIRE OF FACILITIES TO GROUPS FOR USE WITH CHILDREN, YOUNG PEOPLE OR VULNERABLE ADULTS

Parish Council will require any group using its facilities to:

- • Have public liability insurance.
- • Have a suitable safeguarding children, young people and vulnerable adults policy and/or agree to work to the Parish Council's policy and relevant guidance.

- • Ensure leaders make their members aware of the Parish Council Policy and ensure that it is followed whilst using parish facilities.
- • Ensure leaders have valid enhanced Disclosure and Barring Service DBS checks as appropriate
- • Complete a risk assessments for individual activities.

5. SAFE WORKING PRACTICES

All users of Parish Council facilities must follow the safeguarding children, young people and vulnerable adults policy and procedures at all times. For example they should:

- • Never leave children, young people or vulnerable adults unattended with adults who have not been subject to a Disclosure and Barring Service (DBS) check.
- • Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action.
- • Where possible, have male and female leaders working with a mixed group.
- • Ensure registers are complete and attendees are marked in and signed out.
- • Ensure that photos or videos of individuals are not taken without written permission from parents/ carers.
- • Ensure they have access to a first aid kit and telephone and know fire procedures.
- • Ensure that where a child, young person or vulnerable adult needs assistance with toilet trips and when first aid is required, that this is carried out in pairs or in the latter case, that it is carried out where they can be seen.
- • When working outside, ensure activities, breaks and clothing are suitable for the weather conditions and that shelter is available where possible.

6. CODE OF CONDUCT FOR USERS OF PARISH COUNCIL FACILITIES

- • Treat each other with respect.

- • Show consideration for other groups using the facilities.
- • Treat the facilities provided with due care and respect.
- • Provide an example of good conduct that you wish others to follow.
- • Refrain from any behaviour that involves racism, sexism and bullying and in addition to report any instances of such behaviour to group leaders, Parish Councillors, the Parish Clerk or parents and carers, as appropriate.
- • Encourage an open atmosphere within user groups so that discussion about issues that will affect participants whilst they are attending sessions can contribute to the smooth running of activities.

7. RESPONDING TO SAFEGUARDING CONCERNS.

The Parish Council supports the Agencies who are responsible for ensuring that any concern or situation that may indicate a child, young person or vulnerable adult is at risk of or may be subject to abuse, neglect, exploitation and or harm.

The principal pieces of legislation governing this policy are:

- Working together to safeguard Children 2010
- The Children Act 1989
- The Adoption and Children Act 2002:
- The Children act 2004
- Safeguarding Vulnerable Groups Act 2006
- Care Standards Act 2000
- Public Interest Disclosure Act 1998
- The Police Act – CRB 1997
- Mental Health Act 1983
- NHS and Community Care Act 1990
- Rehabilitation of Offenders Act 1974

8. SAFEGUARDING CONTACT DETAILS

Contact	Telephone	website
<p>If you have any concerns about a child or young person living in Worcestershire and feel that they may be in need of protection or safeguarding contact the Family Front Door.</p>	<p>Staff are available Monday to Thursday from 9.00am to 5.00pm and Fridays from 9.00am to 4.30pm.</p> <ul style="list-style-type: none"> • telephone: 01905 822666 <p>For assistance out of office hours (weekdays and all day at weekends and bank holidays):</p> <ul style="list-style-type: none"> • telephone: 01905 768020 	<p>http://www.worcestershire.gov.uk/info/20559/refer_to_childrens_social_care/1657/are_you_a_member_of_the_public_and_worried_about_a_child</p>
<p>Are you worried about an adult who may be vulnerable to abuse or neglect? Contact Worcestershire County Council's Safeguarding Team</p>	<p>If you need an urgent response please call using the ATIS (Access, Triage and Intervention Service) 01905 768053.</p>	

<p>Are you worried about an adult who works with children?</p>	<p>LADO Team can be contacted on Tel: 01905 846221</p>	<p>http://www.worcestershire.gov.uk/info/20559/refer-to-childrens-social-care/1659/are-you-worried-about-an-adult-who-works-with-children</p>
<p>Are you affected by Domestic Abuse?</p>	<p>West Mercia Police 101 (Non-Emergency) 999 (Emergency) Worcestershire Domestic Abuse Service (DAS) and 24-hour Helpline 0800 980 3331</p>	<p>worcestershiredomesticandsexualabuse.co.uk</p>

This Policy was agreed by the Parish Council on March 11th 2019

It will be reviewed on an annual basis and amended as and when changes in legislation and or requirements occur. Review Date March 2020.

Councillor's signature to acknowledge the policy

Name

Date