

NORTH MUNDHAM PARISH COUNCIL

SAFEGUARDING POLICY

INTRODUCTION

In the interests of Child Protection and the welfare and protection of Vulnerable Adults, North Mundham Parish Council is committed to adopting appropriate measures with the intention of 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. A Child is a person who has not attained the age of 18 years and Vulnerable adults are people over 18 who may be unable to take care of themselves and protect themselves from harm or exploitation because they are physically disabled, have mental health problems, learning difficulties or are frail, elderly or ill.

AIM AND OBJECTIVES

The aim of this policy is to guide member of the Parish council in how the Council intends to act in relation to the protection of Children and Vulnerable Adults generally and how they individually should respond should they become aware of any Child Protection or Adult Safeguarding issues.

RESPONSIBILITIES & PROCEDURES

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

1. Ensuring that before any Parish Council organised event with Children or Vulnerable Adults, the Safeguarding Officer briefs participants appropriately. For example, determining the nature of the activity, highlighting any expected risks and reminding adults participants of this policy, this briefing would be kept on record.
2. Ensuring that, whilst Council members are unlikely to be involved with Children or Vulnerable Adults during the performance of their duties, they still have adequate knowledge of safeguarding as well as potential risks to adults and Children and Vulnerable Adults.
3. Decisions on whether any person should be DBS checked will be made by the Chairman of the Employment Committee after consultation with the Safeguarding Officer(s) following a risk assessment of the role. Any tainted DBS Disclosures will be considered by the Chairman of the Employment Committee and the Safeguarding Officer.
4. Keep a record of any allegations a young person may make to any Councillor, employee or Volunteer. Records will be held securely in the Parish Council Office.

Councillors may be informed that an allegation(s) has been made but not informed of any specific details. In no circumstances, will any information be released that would or could lead to the identification of the complainant or person accused. The Safeguarding Officer will be responsible for ensuring that the matter is handled in accordance with the Local Safeguarding Children Board/Safeguarding Vulnerable Adults Board procedures.

5. In the event of a contractor, working directly for the Parish Council, being deemed by the Safeguarding Officer to be working in any area where Children or Vulnerable Adults may be at risk, then that contractor will be asked to provide a copy of their Safeguarding Policy for inspection and retention. If such a policy is found to be inadequate or absent, North Mundham Parish Council reserve the right to refuse access to premises or permission to work for the Council.
6. A similar condition applies to all clubs, groups or teams who use Parish Council facilities. Any organisation with may make contact 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. This Policy will be on display at North Mundham Village Centre.
7. The Parish Clerk will ensure that all Councillors are provided with a copy of the Safeguarding policy.

REGULATED ACTIVITIES

For Children:

Includes but not limited to: Unsupervised activities, including training, teaching, instructing, care for or supervise children or provide guidance on well-being or drive a vehicle only for children. Unsupervised personal care, health care, care or supervision of children if carried out by the same person frequently.

For Adults:

Includes but not limited to: the provision to an adult of health care by, or under the direction or supervision of, a health care professional, the provision to an adult of relevant personal care, the provision by a social care worker of relevant social work to an adult who is a client or potential client, the provision of assistance in relation to general household matters to an adult who is in need of it by reason of age, illness or disability, any relevant assistance in the conduct of an adult's own affairs,

REQUIRED BEHAVIOUR

1. A minimum of two adults to be present when engaging in any council activity involving Children or Vulnerable Adults.
2. If the activity is a "Regulated Activity" for Children and/or Vulnerable Adults one of the adults will be DBS checked and will supervise the Activity

3. Not to play physical contact games
4. Adults to wear clothing which is suitable and befitting the occasion or activity
5. Ensure that all accidents are recorded in the accident book
6. Never do anything of an intimate personal nature for a young person, for example accompanying them to the toilet or helping them dress or undress
7. If there is an incident or disclosure made indicating that there may be a Child or Vulnerable Adult safeguarding issue, it should be reported to the Safeguarding Officer without delay.
8. Share information about any protection issues with relevant agencies when required to do so.
9. Whilst, the Parish Council does not directly undertake any regulated activity for Children and Vulnerable Adults it expects all Children and Vulnerable Adults using its facilities will do so with the consent and necessary supervision of a parent, carer or other responsible adult.

CONTACTS

West Sussex Child Safeguarding Board	http://www.westsussexscb.org.uk/
West Sussex Safeguarding Adults Board	http://www.westsussexsab.org.uk/
West Sussex Safeguarding Training	http://www.westsussexscb.org.uk/professionals/training/

A review of the policy shall be undertaken bi-annually (or as appropriate) and necessary amendments will be undertaken by the Clerk and reported to the full council for approval. The Council will undertake to ensure that its members and employees are trained in the processes required by this policy as deemed appropriate

Adopted on: 5th September 2017 Minute No: 118.17(1)

Review: September 2019