

# **CORSCOMBE, HALSTOCK AND DISTRICT PARISH COUNCIL**

## **Safeguarding Procedure**

### **Policy Statement**

Corscombe, Halstock and District Parish Council is fully committed to safeguarding the well-being of children and adults with care and support needs by protecting them from physical, sexual, emotional harm and neglect.

In the interests of safeguarding children and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring that children and adults with care and support needs are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council.

### **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

### **Policy Objectives**

The aim of this policy document is to guide members of the Parish Council and any co-opted members of Committees should any safeguarding children issue or any issues with adults with care and support needs arise during their work.

- To ensure that, where possible, all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and adults with care and support needs.
- 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 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 and adults with care and support needs, it expects all children and adults with care and support needs using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

## **To whom this policy applies**

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

It also applies to any individual hiring, leasing or using the Parish Council facilities for the purpose of delivering any service to children, young people or vulnerable adults.

Any organisation which may make contact with children or adults with care and support needs shall be required to show proof of its own Safeguarding Policy before being allowed to participate in the use of any council-owned facilities. The organisations Policy must, as a minimum, adhere to the standards set out within this Policy.

## **Responsibilities & Procedures**

The Clerk has been designated as Safeguarding Officer and the responsibilities will include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or vulnerable people;
- 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 adults with care and support needs they are interviewed, two references taken up and subject to an appropriate DBS check;
- Decisions on whether any person should be DBS checked will be made by the Council, or the Clerk after consultation with the Chairman, following a risk assessment.

All new Councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge they will abide by it.

The Parish Council should follow the procedures for managing allegations against staff/volunteers on the SBC Safeguarding website. No attempt should be made to investigate or take action before consultation with Dorset County Council Local Authority Designated Officer (LADO). See contact details below.

To contact the Dorset LADO, telephone 01305 221122

This Policy will be reviewed annually at the Annual Council meeting in May each year.