

# LITTLE CHALFONT PARISH COUNCIL SAFEGUARDING POLICY

## Policy Statement

Little Chalfont Parish Council fully supports the safeguarding of the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm, or neglect, including cyber bullying, sexting and peer-on-peer abuse.

Specifically Little Chalfont Parish Council is committed to ensuring that children and vulnerable adults are protected and kept safe from harm while they are engaged in any activity associated with the Parish Council.

Although the Parish Council does not directly provide care or supervision services to children and vulnerable adults, it expects any children and/or vulnerable adults using its facilities to do so with appropriate consent and the necessary supervision of a parent, carer or other responsible adult.

## Policy Objective

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to reduce the risk to children and vulnerable adults.
- To promote the general welfare, health and development of children by being aware of child protection issues and to promote the welfare of vulnerable adults.
- To develop procedures for the recording of, and responding to, accidents, and complaints and to any alleged or suspected incidents of abuse and neglect, including those involving children and/or vulnerable adults.

## Aims

The aim of this policy document is to guide members of Little Chalfont Parish Council, should any child protection issue or any issue concerning the safeguarding of vulnerable adults arise during their work.

## Responsibilities of the Safeguarding Officer

Councillor David Alexander has been appointed as the Safeguarding Officer of the Council. As such, his responsibilities will include:

- Ensuring that participants are briefed on the objectives of this Safeguarding Policy before any Parish Council organised event which is considered likely to involve children or vulnerable persons.
- Although Council members are unlikely to be involved with children during the performance of their duties, ensuring that Council members are aware of the risk they may face in certain circumstances.
- Sharing information about child protection and good practice with partner organisations, councillors, employees, volunteers, parents and carers.
- Before any volunteers or paid members of staff are recruited to work with children and vulnerable persons, ensuring that they are interviewed and two references taken up. (Decisions on whether any person should be subject to a Basic or Enhanced DBS Check will be made by the Council, or the Chairman, after consultation with the Clerk, following a risk assessment.)

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## Procedures

- All members of Little Chalfont Parish Council should be proactive in providing a safe environment for children and vulnerable people who are involved in Parish Council activities. To this end, all Councillors are provided with a copy of this Safeguarding Policy and are required to acknowledge and sign to confirm they will abide by it.
- Any organisation which may make contact with children or vulnerable adults shall be required to show proof of its own appropriate Safeguarding Policy before being allowed to use any Parish Council owned facilities.
- In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where children or vulnerable adults may be present, then that contractor will be asked to provide a copy of its Safeguarding Policy
- The organisers of any event which uses any Parish Council owned premises or any other event associated with the Parish Council will be instructed to ensure adherence with the 'List of Recommended Behaviour' namely:
  - At least two adults must be present when supervising children and numbers must follow the government guidelines.
  - 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.
  - Keep records of any incidents or allegations a person may make to any committee member or volunteer.
  - Refer any cases of suspected abuse or allegations to the Parish Council's Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures.
- The facilities offered by the Parish Council will be inspected on a regular basis (and at least annually) by a representative of RoSPA or a similar organisation.

This Policy will be reviewed annually at the Annual Council meeting in May each year.  
(Initial version adopted June 2020.)

Signed: .....

Date: .....

Cllrs Signature to acknowledge Policy