

# COLWICH PARISH COUNCIL



## PD003 SAFEGUARDING POLICY

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## SAFEGUARDING POLICY

# SAFEGUARDING POLICY – PD003

### Revision history

**This document was originally written by:**

<b>Name</b>	<b>Position</b>	<b>Date</b>
Michael Lennon	Clerk	December 2019

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Chairman of Council	Wendy Plant

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### Revision History

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## **CONTENTS**

<b>1</b>	<b>Policy</b>	<b>4</b>
<b>2</b>	<b>Policy Objective</b>	<b>4</b>
<b>3</b>	<b>Definitions</b>	<b>4</b>
<b>4</b>	<b>Taking Responsibility for Safeguarding</b>	<b>5</b>
<b>5</b>	<b>Contact Information for Making a Referral</b>	<b>5</b>

## **1 POLICY**

- 1.1** Everyone has a duty to safeguard children, young people and those adults with care and support needs who are or may be at risk of abuse or neglect (referred to in this policy as 'adults at risk').
- 1.2** Colwich Parish Council (the Council) is committed to ensuring that children and adults at risk are protected and kept safe from harm whilst they are engaged in any activity associated with the Council.

## **2 POLICY OBJECTIVE**

- 2.1** To protect and promote the welfare of children and adults at risk using or receiving services provided by or commissioned by the Council and to be able to respond where appropriate as a local government organisation.

## **3 DEFINITIONS**

### **3.1 Safeguarding**

- 3.1.1** Essentially, protecting children and adults at risk from ill-treatment and harm.

### **3.2 Abuse**

- 3.2.1** Forms of ill treatment, including neglect. Somebody may abuse a child or adult by inflicting harm, or by failing to act to prevent harm.
- 3.2.2** The most common types of abuse are physical, emotional, sexual abuse and neglect.

### **3.3 Children & Young People**

- 3.3.1** Anyone under the age of 18 years.

### **3.4 Adult**

- 3.4.1** An adult who has needs for care and support (whether or not the local authority is meeting any of those needs),
- 3.4.2** Is experiencing, or at risk of, abuse or neglect, and
- 3.4.3** As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

### **3.5 Officials, Councillors and Contractors**

- 3.5.1** Anyone working for, or on behalf of the Council, whether paid or voluntary.

## **4 TAKING RESPONSIBILITY FOR SAFEGUARDING**

- 4.1** Councillors, officials and volunteers may notice something which causes them concern when out and about in the parish. It is not their role to investigate any signs of abuse. However, they do have a responsibility to act if they have any concerns and alert those who can look into those issues.
- 4.2** To take responsibility for safeguarding the Council will:
  - 4.2.1** Appoint the Chief Officer to take lead for Safeguarding, ensuring that Councillors, officials and volunteers are informed what safeguarding means, what to look out for and how to pass on any concerns.

- 4.2.2** Follow safe recruitment practices, including application forms, references and induction.
- 4.2.3** Identify and meet training needs for those Councillors, officials and volunteers who come into contact with children and adults at risk.
- 4.2.4** Ensure that Councillors and officials who come into regular unsupervised contact with children and adults at risk during the course of their duties to undergo appropriate Disclosure & Barring Service (DBS) checks.
- 4.2.5** Require external organisations working with or on behalf of the council who have contact with children and adults at risk to have a Safeguarding Policy and procedures.
- 4.2.6** Ensure that where the Council hires facilities to external groups for use with children and adults at risk and parents/carers are not present the group will have their own Safeguarding policies or agree to work to those of the Council.

**4.3** Should Councillors, officials and volunteers be concerned by any behaviour, action or inaction which harms a child or adult at risk, if they are unsure whether this needs to be reported as a safeguarding concern, they should seek the advice of the Chief Officer.

## **5 CONTACT INFORMATION FOR MAKING A REFERRAL**

**5.1** For all child protection issues contact Staffordshire County Council's First Response Team on **0800 131 3126**

<https://www.staffordshire.gov.uk/Care-for-children-and-families/Childprotection/First-Response.aspx>

**5.2** To make an Adult Protection referral advice should be sought from the Adult Protection Contact Centre **0345 604 2719**

**5.3** Any concerns relating to a child or adult at risk of abuse and neglect should be directed to SCC's **Emergency Duty Service on 0345 604 2886**.

**5.4** If you believe a child or adult at risk is in immediate danger dial **999**.

<b>SIGNED</b>	
COUNCILLOR WENDY PLANT, PARISH COUNCIL CHAIRMAN	