

## **Child Protection and Safeguarding Policy**

### **Policy Statement**

In the interests of child protection 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.

### **Aims**

The aim of this policy document is to provide a framework which guides members of the Parish Council should any child protection issue or any issues with vulnerable adults arise during or from the work, activities or services provided by the Parish Council.

### **Policy Objective**

- 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.

### **Responsibilities & Procedures**

The Clerk have 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 adults with care and support needs.
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Highlighting to all new Councillors and staff the existence of the Child Protection and Safeguarding Policy and where it can be found.
- Keep records in an incident book of any allegations made If there is a child abuse incident it should be reported to one of the Safeguarding Officers who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures and referred to the Council for further action as appropriate and future risk assessment.
- In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where children or adults with care and support needs may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

### **Policy Statements**

All suspicions or allegations of abuse against a child or adult at risk of abuse or neglect will be taken seriously and dealt with speedily and appropriately.

Any suspicions or concerns about abuse should be reported either through the Parish Council or directly to the other organisations who have the responsibility for responding to concerns that may arise. Names and contact details are listed below.

The Parish Council will endeavour to keep any premises and facilities provided by it or used by it safe for use by children and adults at risk of abuse or neglect.

Activities or events that are organised or take place on parish council land that involve children and adults at risk of abuse or neglect will need to comply with the requirements for safeguarding. It is the responsibility of organisers of such events or activities to ensure that they comply with the relevant legislation and have all the appropriate policies and procedures in place. Each group should have its own safeguarding policy.

- Consent should be obtained for any photography.
- 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 events and activities.

### **Declaration**

Charminster 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, and emotional harm and neglect.

All members of Charminster Parish Council should be proactive in providing a safe environment for children and adults with care and support needs who are involved in Parish Council activities.

**Principle Designated Person**

At the time of writing the Principle Designated Person referred to within is:

Mrs Michele Harding, Clerk to Charminster Parish Council  
Charminster Community Hall  
Weir View  
Charminster  
Dorset  
DT2 9QY  
Email: [clerk@charminsterparishcouncil.gov.uk](mailto:clerk@charminsterparishcouncil.gov.uk)  
Tel: 07946 489488

If you are unable to contact the above and you have serious concerns, you should contact one of the agencies listed below for directed advice.

Social Services office 01305 251034

Dorset Police 101 or 999 in an emergency

NSPCC Child Protection Help line 0808 800 5000.

Any allegations or suspicions of abuse must be reported to the designated person in the first instance.