

Wrentham Parish Council (inc the Council as Trustee to Wrentham Village Hall) Safeguarding Children, Young People and Vulnerable Adults Policy

Introduction:

Everyone has a duty to safeguard children, young people and vulnerable adults. This policy outlines practice that will promote the safety of children, young people and vulnerable adults using [Wrentham Parish Council](#) (WPC) facilities. The policy will be reviewed by the Parish Council, along with its Standing Orders, a minimum of once during each 4 year term of the Council.

Employees, volunteers and councillors have a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. If they have concerns, these should be passed on to the Social Services Duty Officer.

Definitions:

Wrentham Parish Council: References to Wrentham Parish Council include any instance when it is acting as Trustee of Wrentham Village Hall.

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

Employees, Volunteers and Councillors: Anyone working for, or on behalf of WPC whether paid or voluntary

Substantial Access: Where an individual is regularly caring for, training or supervising a child, young person or vulnerable adult - Where an individual has sole charge of children, young people or vulnerable adults

Promoting a safe environment:

In order to promote a safe environment for children, young people and vulnerable adults, WPC wishes to promote a safeguarding culture in its premises and activity areas. In order to achieve this Wrentham Parish Council will:

Provide safe facilities and undertake regular safety assessments.

Publish a written Code of Conduct for users of Parish Council and Village Hall facilities. Copies of the code will be displayed, in suitable prominent places and the website(s) of the Parish Council and any website of the Village Hall.

Require employees, councillors and volunteers who come into regular unsupervised contact with children, young people or vulnerable adults during the course of their duties, to undergo appropriate DBS checks. These checks are to be repeated a minimum of once during each 4 year term of the Council. The Clerk will keep a record of employees, councillors and volunteers who have undergone DBS checking.

Make available on public notice boards and appropriate websites contact details for reporting issues.

Hiring of facilities to groups for use with children, young people or vulnerable adults when group leaders have a regular and substantial access and parents/carers are not present:

WPC will require the hirer to:

Have membership of a National Governing Body (NGB) or similarly recognised body where appropriate

Have public liability insurance (£10 million minimum)

Have a suitable safeguarding policy for children, young people and vulnerable adults policy or agree to work to WPCs policy and context for safe working

Have a register giving the name of the group members' parents/carers/Doctor for use in emergencies and any details of allergies or medical condition which parents or carers feel group leaders need to know about

Ensure group leaders have valid DBS checks, comply with the NGB Coach/Pupil ratios & complete risk assessments for individual activities

Ensure group leaders are aware of the whereabouts of the first aid equipment

Ensure that group leaders make their members aware of the WPC Code of Conduct and ensure that it is followed whilst using WPC and Wrentham Village Hall facilities

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Hiring of facilities for children's parties:

Hirers must confirm that:

Adequate adult supervision is to be provided

They are aware of the Code of Conduct for WPC facilities and Wrentham Village Hall and that they are prepared to comply with it

Useful Links

Suffolk Safeguarding Children Board - Official Site

www.suffolkscb.org.uk

Suffolk Safeguarding Adults Board - Official Site

<https://www.suffolkas.org>

This policy was agreed and adopted by Wrentham Parish Council at the meeting of the Parish Council on 18th February 2019.

Signed

Chairman