

# **HIGH EASTER PARISH COUNCIL**

## **SAFEGUARDING POLICY**

### **Introduction**

This policy outlines the practice that will promote the safety of children, young people and vulnerable adults using High Easter parish council services and facilities. The policy will be reviewed by the parish council annually.

Everyone has a duty to safeguard children, young people and vulnerable adults in need of care and protection.

### **Definitions**

Children and young people: Anyone under the age of 18 years.

Adult in Need of Care and Protection : Anyone over 18 who:

- Has needs for care and support (regardless of the level of need and whether or not the local authority is meeting any of those needs)
- Is experiencing, or is at risk of abuse or neglect, and
- As a result of those needs, is unable to protect themselves against the abuse or neglect or the risk of it.

### **To whom this policy applies**

This policy applies to anyone working for or on behalf of High Easter Parish Council whether in a paid, voluntary, or commissioned capacity. It also applies to any third party using parish council facilities, where the activity is not managed by High Easter Village Hall committee and covered by its safeguarding policy.

### **Safeguarding Policy Statement**

- High Easter Parish Council is committed to taking all reasonable precautions to safeguard the welfare of children and vulnerable persons that use its services and facilities, it seeks to promote a safeguarding culture and environment.
- All children and vulnerable adults have the right to protection from abuse.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- All staff, volunteers and elected members of the Council have a responsibility to report concerns to either the named person, see below, or appropriate professional.
- All staff, volunteers and elected members are not to deal with situations of abuse or to decide if abuse has occurred.
- The Parish Clerk is the responsible officer for implementing this policy and named person for Safeguarding within High Easter Parish Council.

## Responsibilities

1. All staff, volunteers and elected members of High Easter Parish Council have a duty to protect children, young people and adults in need of care and protection but are not responsible for deciding whether abuse is taking place. If they have concerns, these should be passed on as soon as possible.

They must:

- a. Understand and consider this policy and procedures in any parish council activities.
  - b. If necessary ensure relevant parties, including elected members, undertake appropriate training to support them in their role.
  - c. Act appropriately at all times and be able to challenge inappropriate behaviour in others.
  - d. Be able to recognise harm and know how to report concerns in a timely and appropriate way.
2. The role and responsibilities of the Clerk in addition to point 1 are:
    - a. To ensure any staff, volunteers or contractors carrying out services on behalf of the parish council, or using its facilities have, where necessary, completed risk assessments and have valid DBS checks.
    - b. To ensure that all staff, elected members and volunteers are made aware of what they should do and who they should go to if they are concerned that a child/young person/vulnerable adult may be subject to abuse or neglect.
    - c. Ensure that any concerns about a child or vulnerable adult are acted on, clearly recorded, referred on where necessary and, followed up to ensure the issues are addressed.
    - d. The Clerk will always refer allegations or concerns to Essex County Council Social Services for advice and/or investigation.

Approved by High Easter Parish Council June 2023

To be reviewed June 2024