

Allonby Parish Council

Safeguarding Policy

Policy Statement

In the interests of child protection and the welfare and protection of vulnerable adults, Allonby Parish Council is committed to ensuring that children and vulnerable adults are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council.

Policy Objectives

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit 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 be able to respond where appropriate as a local government organisation.

(As the Parish Council does not directly provide care or supervision services to children and vulnerable adults, it expects all children and vulnerable adults using its facilities to do so with the consent and where necessary the supervision of a parent, carer or other responsible adult).

Aim

The aim of this policy document is to provide a guide to members of the Parish Council should any child protection issue or any issues with vulnerable adults arise during their work.

What is Safeguarding?

Safeguarding is the action taken to keep children and vulnerable adults safe from harm and neglect. It is important that people work together to make sure an individual is safe.

What is Abuse?

Children and adults can be vulnerable to abuse and neglect, especially if they have care and support needs. Abuse is a violation of a person's human and civil rights by any other person. It is where someone does something to another person, or to themselves, which puts them at risk of harm and impacts on their health and wellbeing. Abuse comes in many forms and can often have a damaging effect on the health and wellbeing of an individual, the effects may be short term, or may last a long time. The signs of abuse aren't always obvious, and the victim may not tell anyone what is happening to them - sometimes they may not even be aware they are being abused.

Types of Abuse

The below are examples of different types of abuse:

- Physical abuse
- Domestic Abuse
- Sexual Abuse
- Emotional Abuse
- Financial Abuse
- Discriminatory Abuse
- Organisational Abuse
- Neglect
- Self-neglect
- Modern Slavery

Training

Any Councillors, Clerk or volunteers who are likely to engage with children or vulnerable adults as part of Council business should read the policy to ensure abuse can be identified and report concerns appropriately.

Responsibilities & Procedures

A Safeguarding Lead will be appointed from within the Council and his/her responsibilities will include:

- Ensuring that before any Parish Council organised event with children or vulnerable persons, the Council's participants are briefed appropriately.
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Ensuring that whilst Council members are unlikely to be involved with children during the performance of their duties, they are mindful of the risk they face.
- Ensuring that before any volunteers or Clerk are recruited to work with children and vulnerable persons they are interviewed, and two references taken up.
- Decisions on whether any person should undergo a debarring check will be made by the Council or the Chairperson after consultation with the Clerk following a risk assessment.
- All new Councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge they will abide by it.
- Councillors will adhere to the 'List of Recommended Behaviour' namely:
 - A minimum of two adults present when supervising children.
 - Not to play physical contact games.
 - Adults to wear appropriate clothing at all times.
 - Ensure that accidents are recorded in an appropriate accident book. And a Council record is kept.
 - Never do anything of a personal nature for a young person.
- Keep records of any allegations a young person may make to any committee member or volunteer. Any reported incident to be placed before the next Full

Parish Council meeting for review. Published meeting minutes to reflect data protection and GDPR issues and be sanitised accordingly.

- If there is a child abuse incident, it should be reported to the Safeguarding Lead. The matter is to be handled in accordance with the Local Safeguarding Children Board procedures and also referred to the Council for further action as appropriate and future risk assessment.
- The Council's Clerk with agreement of the Chairperson will share information about child protection and good practice with partner organisations, councillors, volunteers, parents and carers.
- 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 at risk, then that contractor will be asked to provide their Safeguarding Policy.

Any organisation which may contact children or vulnerable adults shall be required to show proof of its own appropriate Safeguarding Policy before being allowed to participate in the use of any council owned facilities.

Safeguarding Lead

The Safeguarding Lead for Allonby Parish Council is:

Name: Natalie Glencross

Email: info@allonby-pc.org.uk

Responding to a Safeguarding Concern

Where there is an immediate risk of serious harm 999 should be called, thereafter the Safeguarding Lead should be contacted as soon as reasonably practicable.

Where there is a safeguarding concern but no immediate risk of concern, the adult who has the concern should consult with the Safeguarding Lead as soon as possible and where practicable no later than the end of that same day. If there is a serious concern about a child or young person that needs protection contact the **Cumbria Safeguarding Hub**.

When any disclosures are being made to you, it is important to remember:

- Listen calmly and carefully, showing that their views are taken seriously
- Provide an appropriate and honest level of reassurance
- Avoid interrogating, and asking probing, intrusive and/or leading questions
- Avoid making false promises regarding secrets and confidentiality (any concerns must be shared with the safeguarding lead and any subsequent referrals)
- Make a confidential written record of the discussion, either during or immediately after. This record should include the key details of the disclosure together with any relevant times, dated, places and people concerned. Audio and video recordings of disclosures should be avoided
- Refer all relevant information to the Safeguarding lead as soon as possible and by no later than the end of that same day.

If there are concerns about the conduct of an adult connected to the parish council (e.g. staff member, councillor, freelancer, volunteer etc.) which poses, or may pose a safeguarding risk, such as:

- Harm – either physical or emotional
- Exposure to behaviour which may cause physical or emotional harm
- Engaging in criminal activity

This must be reported to the Safeguarding Lead, to enable the next appropriate steps to be taken.

Reporting any concerns

Any concerns regarding Safeguarding should where practicable should be reported to the Safeguarding Lead. The Lead (where available) will report the matter to the Local Safeguarding Hub, however each member of the Council will have a responsibility to ensure where the Lead is not available the matter is reported and a council record kept.

It is important to remember that you must not ignore abuse or neglect. You must report it. If you are not sure what to do you can always seek advice.

In an emergency telephone 999

If the person is not in immediate danger telephone 101

To report a safeguarding concern:

Contact Adult Social Care

Out of Hours telephone: 01228 526690

Other concerns:

If you have concerns about a child in Cumbria, telephone 0333 2401727.

Declaration

Allonby Parish Council is fully committed to safeguarding the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm and neglect.

All members of Allonby Parish Council should read the Safeguarding Policy. Having read the Policy, they should be proactive in providing a safe environment for children and vulnerable people who are involved in Parish Council activities.

This Policy will be reviewed annually.

Adopted May 2024

Date of Review May 2025