

MADELEY PARISH COUNCIL SAFEGUARDING POLICY  
CHILDREN YOUNG PEOPLE AND VULNERABLE ADULTS

ADOPTED 5<sup>TH</sup> OCTOBER 2023

### Policy Statement

Everyone has a duty to safeguard children, young people, and vulnerable adults. Madeley Parish Council is committed to ensuring that children, young people and vulnerable adults are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council.

### Definitions:

#### Safeguarding.

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

#### Abuse.

Forms of ill treatment, including neglect. Somebody may abuse a child or adult by inflicting harm, or by failing to act to prevent harm.

The most common types of abuse are physical, emotional, sexual, abuse and neglect.

#### 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 and Councillors

Anyone working for, or on behalf of Madeley Parish Council, Whether paid or voluntary.

#### Policy Objectives:

To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit the risk to children young people and vulnerable adults.

To promote the general welfare and 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 to alleged or suspected incidents of abuse and neglect.

As the Parish Council does not directly provide care and supervision services to children, young people and vulnerable adults when attending events organised by the council they do so with the consent of a parent, carer, or other responsible adult.

## Aims

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

## Responsibilities and Procedures

Councillors and volunteers may notice something which causes them concern when out and about in the parish. It is not our role to investigate any signs of abuse. However there is a responsibility to act if we have any concerns and alert those who can look into those issues.

The designated Safeguarding Officer for the Madeley Parish Council is the Clerk, His or her responsibilities will include.

Ensuring that before any Parish Council organised event with children or vulnerable persons the officer will brief participants appropriately.

Require external organisations working with or on behalf of Madeley Parish Council who have contact with children and adults at risk to have their own Safeguarding Policy.

Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties.

Ensuring that before any volunteers or paid members of staff are recruited to work with children and vulnerable adults they are interviewed and two references taken up.

Decisions whether any person should be D.B.S. ( Disclosure and Barring Service) checked will be made by the Council or the Chairman with the Clerk following a Risk Assessment.

All new councillors to be provided with a copy of the Safeguarding Policy and are required to acknowledge that 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
- \* Never do anything of a personal nature for a young child.
- \* Ensure that accidents are recorded in an accident book.

Respond to allegations of concerns about a member of staff elected member or volunteer from your own observations or due to a complaint.

Keep records in an incident of any allegation a young person may make: committee member or volunteer.

Record the following

- \* The Date and Time.
- \* The child or young persons address and date of birth.
- \* The nature of the allegation.
- \* Your observations a description of the child or young persons behaviour. physical and emotional state and any visible injuries.
- \* Exactly what the Child or young person said and what you said.
- \* Record the child or young persons account of what has happened as closely as possible.
- \* Sign and date what you have recorded

The incident book to be presented at the next full council meeting after an incident.

If there is a child abuse incident it should be reported to the Safeguarding Officer who will be responsible for ensuring that the matter is handled in accordance with the Local Safeguarding Board procedures and referred to the council for further action. and future risk assessment.

Every effort should be made to ensure that confidentiality of allegations is observed for all concerned. Information should be handled and disseminated on a need-to-know basis only. This is usually Social Services or the Police. It is extremely important that allegations or concerns are not discussed as any breach of confidentiality could be detrimental to the child or young person, their family, those who are the subject of allegations and any child protection investigations that may follow.

The council will ensure that any premises used for activities and events have been inspected at least annually by R.OS.P.A. or a similar organisation.

Any contractor working directly for the parish council, being deemed to be working in an area where children or vulnerable adults may be at risk, the contractor will be required to provide their safeguarding policy.

## Declaration

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

All members of the Madeley Parish Council should read the Safeguarding Poiicy. They should be proactive in providing a safe environment for children and vulnerable people who are involved in Parish Council sponsored activities.

The Policy will be reviewed annually in May of each year.

## Sources

The Children Act 1989 and 2004

Safeguarding Vulnerable Adults Act 2000

Staffordshire and Stoke-on Trent Safeguarding Board Policy Framework 2012.

Newcastle-u-Lyme Borough Council Safeguarding Children and Vulnerable Adults  
Protection Policy January 2014,

Revised 2018