

WELSHAMPTON AND LYNEAL PARISH COUNCIL

SAFEGUARDING STATEMENT

Introduction

As a Parish Council which has contact with members of the public it is occasionally asked about its Safeguarding policies and procedures. This statement aims to address those questions.

What is Safeguarding?

Everyone has the right to be safe no matter who they are or what their circumstances. Safeguarding is about protecting everyone from harm, abuse, or neglect. We are all responsible for the safety of children, young people and vulnerable adults and we must ensure that we are doing all we can to protect the most vulnerable in our society.

Context

Town and parish councils often own facilities containing offices and rooms for meetings and other services. In those circumstances the council's staff may be in contact with vulnerable adults and children on an individual basis with no supervision.

Welshampton and Lyneal Parish Council does not own any facilities which may lead to councillors, employee, contactors and volunteers to be in this position.

Interaction of councillors, employee, contractors and volunteers with children, young people and vulnerable adults.

To ensure their personal safety, the Council instructs councillors, employee, contactors, and volunteers that they must never put themselves in a situation where they are on their own with members of the public in a private environment. In addition to being in a public place with members of the public, councillors, employee, contactors, and volunteers must never agree to supervise children, young people and vulnerable adults in any situation on their own.

Parish Council Safeguarding Statement

The Parish Council having reviewed its activities and procedures does not consider there is a requirement to adopt formal Safeguarding Policies and appoint a Safeguarding Officer.

That accepted, the Parish Council does consider councillors, employee, contactors and volunteers must be prepared to take action should they have concerns or be told about allegations of abuse about a child, young person or vulnerable adult.

Guidance on the course of action to take is outlined in Appendix A

Adopted 14 September 2022

Next review date September 2025

Appendix A

Action that should be taken should there be concerns about the welfare of a child, young person, or vulnerable adult.

Welshampton and Lyneal Parish Council does not ask a councillor, employee, contactor, or volunteer to be a safeguarding professional and formally identify abuse. What is asked is that all councillors, employee, contactors, and volunteers should they become aware and concerned of how a child, young person or vulnerable adult is treated by others or their carers it must be reported to the Chair, Vice Chair or Clerk to the Parish Council.

It is NOT the councillor, employee, contactor, or volunteer's responsibility to investigate further BUT it is the councillor, employee, contactor, and volunteer's responsibility to act on his/her concerns and report them to the Chair, Vice Chair or Clerk to the Parish Council who will take any necessary action.

Guidance to councillors, employee, contactors, or volunteers should an allegation be made from the person themselves.

Always:

- Stay calm – ensure the child, young person or adult is safe and feels safe.
- Show and tell the child, young person or adult that you are taking what he/she says seriously.
- Reassure the child, young person or adult that he/she is not to blame.
- Be careful about physical contact, it may not be what the child, young person or adult wants.
- Be honest; explain that you will have to tell someone else to help stop the alleged abuse.
- Make a record of what the child, young person or adult has said as soon as possible after the event, using their own words where possible.

Never:

- Rush into actions that may be inappropriate.
- Make promises you can not keep (ie you won't tell anyone).
- Ask leading questions.
- Take sole responsibility – consult someone else (ideally the Chair, Vice Chair or Clerk to the Parish Council so you can begin to protect the child, young person or adult and gain support for yourself)

If you consider a child, young person or adult is immediate danger phone 999.

If you notice a concern then **you do have a responsibility** to report it to the Chair, Vice Chair or Clerk to the Parish Council.

If a concern is raised with you, **you must in all cases** report it to the Chair, Vice Chair or Clerk to the Parish Council.

It is then the Chair, Vice Chair or Clerk to the Parish Council's responsibility to follow up your concern.

You must also complete a copy of the following report and hand it to the Chair, Vice Chair or Clerk to the Parish Council.

Confidential Safeguarding Report

Details of concern:	Date:	Time:
<p>Describe the event that led you to have a concern. Who told you, what did they say, who was involved, include who the concern is about, how the concern was noticed, who else was present.</p>		
Form passed to:	Who	When
Signed		
Print name		
Date completed:		