

Ingleby Arncliffe Parish Council

Safeguarding Policy

Policy Statement

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

The Council recognises that it does not directly provide services to children or vulnerable adults. However, it acknowledges that it has a duty of care to ensure that its activities, facilities, councillors, staff, volunteers and contractors operate in a way that minimises risk and promotes safeguarding.

Safeguarding is everyone's responsibility.

Policy Objectives

The objectives of this policy are:

- To ensure that where possible all facilities and activities offered by the Parish Council are designed, adapted and maintained to limit risk to children and vulnerable adults.
- To promote the general welfare, health and development of children and vulnerable adults by raising awareness of safeguarding issues and acting as a responsible local authority.
- To ensure that appropriate procedures exist for recording and responding to accidents, complaints, and alleged or suspected incidents of abuse or neglect.
- To ensure that any organisations using Parish Council facilities demonstrate appropriate safeguarding arrangements.
- To ensure councillors, employees and volunteers understand their responsibilities regarding safeguarding.

Scope

This policy applies to:

- Parish Councillors
- Parish Council employees
- Volunteers working on behalf of the Council
- Contractors working for the Council
- Organisations using Council facilities

Safeguarding Officer

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

- Acting as the main contact point for safeguarding concerns within the Parish Council.
- Ensuring councillors are aware of safeguarding responsibilities.
- Maintaining this safeguarding policy and ensuring it is reviewed annually.
- Ensuring appropriate safeguarding procedures are followed where concerns arise.
- Liaising with external safeguarding authorities where necessary.

In the absence of the Safeguarding Officer, concerns should be reported to the Chair of the Parish Council.

Responsibilities of the Parish Council

The Parish Council will:

- Promote the safety and wellbeing of children and vulnerable adults when using council facilities.
- Ensure safeguarding considerations are taken into account when organising any council events involving children or vulnerable adults.
- Ensure that councillors and volunteers understand expected standards of behaviour.
- Require organisations hiring or using Parish Council facilities to have their own safeguarding policies where appropriate.
- Ensure safeguarding concerns are reported appropriately and confidentially.

Expected Behaviour

Councillors, staff and volunteers must:

- Treat all children and vulnerable adults with dignity and respect.
- Avoid situations where they are alone with a child or vulnerable adult.
- Ensure that at least two responsible adults are present at council-run activities involving children or vulnerable adults.
- Avoid physical contact or games that involve physical contact.
- Wear appropriate clothing for council activities.
- Record accidents in the appropriate accident reporting system.
- Never undertake personal care tasks for children (such as helping with toileting or changing clothes).
- Report any safeguarding concerns immediately.

Reporting Safeguarding Concerns

If a councillor, employee or volunteer becomes aware of a safeguarding concern, they must:

1. Remain calm and listen carefully.
2. Avoid asking leading questions.
3. Do not promise Confidentiality.
4. Record the information as soon as possible.
5. Do not promise confidentiality.
6. Record the information as soon as possible.
7. Report the concern immediately to the Safeguarding Officer (Jenny Sedgwick).

The Safeguarding Officer will report to the Parish Council's Chair so they may determine whether the matter should be referred to the relevant safeguarding authority.

If a child or vulnerable adult is in immediate danger, emergency services should be contacted immediately.

Use of Parish Council Facilities

Where clubs, organisations or contractors use Parish Council facilities:

- They may be required to provide a copy of their safeguarding policy.
- The Council reserves the right to refuse use of its facilities if adequate safeguarding arrangements are not in place.
- Contractors working in areas where children or vulnerable adults may be present may be asked to provide evidence of safeguarding procedures.

Definitions

Child: A person under the age of 18.

Vulnerable Adult: A person aged 18 or over who may need care or support due to age, disability, illness, mental health condition or other circumstances, and who may be unable to protect themselves from harm or exploitation.

Declaration

Ingleby Arncliffe Parish Council is committed to safeguarding the wellbeing of children and vulnerable adults and protecting them from physical, emotional, financial, sexual harm or neglect.

All councillors must read and sign this safeguarding policy and ensure that their actions reflect its principles.

Ingleby Arncliffe Parish Council Safeguarding Policy Continued

Review

Adopted by Ingleby Arncliffe Parish Council

Date: 30.03.26 Time: 8pm

Appointed Safeguarding Officer: The Chair and The Clerk of the IAPC

Review Frequency: Annually

Next Review Date: 30.03.27

Please Sign Below

Please Print Name Below

Hard copy signed by all Councillors

H Warhurst

D Cook

D Hugill Chairman

J Bell

J Sedgwick