

North Hinksey Parish Council

Child Protection & Vulnerable Adults Policy

Policy Statement

North Hinksey 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 Objective:

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 people. To promote the general welfare, health and development of children and vulnerable adults by being aware of child / vulnerable adult 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 and to alleged or suspected incidents of abuse and neglect.

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

Aims

The aim of this policy document is to guide members of North Hinksey Parish Council should any child protection issue arise during their work.

Responsibilities & Procedures

A Child Protection Officer 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 present, the Child Protection Officer briefs all participants 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 unaccompanied children or vulnerable adults during the performance of their duties they are mindful of the risk they face.
- Ensuring that before any volunteers or paid members of staff are recruited to work directly with children and vulnerable persons they are interviewed and two references taken up.

Decisions on whether any person involved in running a Parish Council activity should be DBS checked will be made by the Council after consultation with the Clerk, and following risk assessment.

All new councillors are to be provided with a copy of the child protection policy and are required to acknowledge that they will abide by it.

Councillors will adhere to the 'List of Recommended Behaviour' when organising and running activities involving children or vulnerable adults, namely:

- There should be a minimum of two adults present when supervising children or vulnerable adults.
- Whenever possible children and vulnerable adults should be accompanied by a parent / guardian / carer when attending Parish Council activities.

- Not to play physical contact games. This model document is intended as an example only. Councillors will need to consider the content carefully and adapt it to meet their individual circumstances.
- Adults are to wear appropriate clothing at all times
- Ensure that accidents are recorded in an accident book.
- Never do anything of a personal nature for a young person.

Keep records in an incident book of any allegations a young person may make to any Councillor or volunteer. Incident book to be presented to a Parish Council full meeting for inspection whenever entries are added to it.

If there is a child abuse incident it should be reported to the Child Protection Officer who will be responsible for ensuring that the matter is handled in accordance with the three safeguarding partners¹ procedures and also referred to the Council for further action as appropriate and future risk assessment.

Facilities (**not** venues) offered by the Parish Council should be inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation.

Sharing information about child / vulnerable adult protection and good practice with partner organisations, councillors, employees, 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 Child Protection Policy.

Declaration

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

All members of North Hinksey Parish Council should read the Council's Child Protection 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.

Date of adoption by North Hinksey Parish Council 6th May 2021

This policy will be reviewed at least annually.

¹ Local Authorities, Chief Officers of Police and clinical commissioning groups