

Safeguarding Policy

1. Introduction

- 1.1 Everyone has a duty to safeguard children, young people and vulnerable adults.
- 1.2 This policy promotes good practice in safeguarding for those using Parish Council facilities.
- 1.3 This Policy will be reviewed regularly.

2. Definitions

2.1 Children and young people:

Anyone under the age of 18 years

2.2 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

3 To whom this policy applies

- 3.1 This policy applies to anyone working for or on behalf of the Parish Council whether in a paid, voluntary or commissioned capacity, for example contracted to do a piece of work. It also applies to any individual hiring, leasing or using the Parish Council facilities for the purpose of delivering any service to children, young people or vulnerable adults.

4 Promoting a safe environment

- 4.1 In order to promote a safe environment for children, young people and vulnerable adults, the Parish Council will:
 - Provide safe facilities and do regular safety assessments.
 - Ensure that employees, councillors and leaders of activities in parish facilities, are aware of the safeguarding expectations.
 - Display on notice boards the relevant safeguarding contacts for advice and help, as per attached copy.

5 Allegations against staff and volunteers

- 5.1 All staff and volunteers should take care not to place themselves in a vulnerable position with a child or vulnerable adult. It is advisable for interviews or work with individual children or parents to be conducted in view of other adults.
- 5.2 If an allegation is made against a member of staff or volunteer, the person receiving the allegation will immediately inform the lead person/ supervisor or the most senior staff member available.
- 5.3 If the allegation made to a member of staff concerns the lead person/ supervisor the recipient of the allegation will immediately inform the person's line manager or the Chair of the Parish Council.
- 5.4 No attempt should be made to investigate or take action before consultation with the Local Authority. See contact details below.

6 Whistleblowing

- 6.1 We recognise that children or vulnerable adults cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.

6.2 All staff and volunteers should be aware of their duty to raise concerns about the attitude or actions or colleagues and appropriate advice will be sought from the Safeguarding Teams at Suffolk County Council.

7 What should be a cause for concern

7.1 Staff and volunteers should be concerned by any action or inaction, which significantly harms the physical and/or emotional development of a child or vulnerable adult. A child or vulnerable adult may be abused by parents, other relatives or carers, professionals and their peers, and abuse can occur in any family OR in any other area of society, regardless of social class, wealth or geographical location.

7.2 Abuse falls into four main categories

- Physical Abuse
- Emotional Abuse
- Sexual Abuse
- Neglect

7.3 All staff and volunteers need to have an awareness that there are many forms of abuse ranging from Child Sexual Exploitation (CSE) through to Female Genital Mutilation (FGM).

7.4 Ideally, staff and volunteers who engage with children or vulnerable adults will have accessed appropriate training.

7.5 Further information about types of abuse, signs to look for and what to do if you are concerned are also available on Suffolk County Council's website.

Useful Safeguarding Contact Details

If you think someone is at risk phone:

If it is an emergency call 999 or

Customer First on 0808 800 4005

Calls are free from landlines and most mobiles.

Other Contact Information

| Concerns about a Child | Email | Telephone |
|--|---|---------------|
| Multi-Agency Referral Form (MARF) To report a concern of abuse or neglect. | https://earlyhelpportal.suffolk.gov.uk/web/portal/pages/marf#h1 | 0345 606 1499 |

| Concerns about an Adult | Email | Telephone |
|---|---|---------------|
| Multi-Agency Safeguarding Hub (MASH) To report an allegation against a person in a position of trust. | https://www.suffolk.gov.uk/care-and-support-for-adults/protecting-people-at-risk-of-abuse/report-abuse-of-an-adult/ | 0345 606 1499 |