



Serving the communities of Datchworth, Bulls Green, Burnham Green & Hooks Cross

# **SAFEGUARDING POLICY**

**Children, Young People and Vulnerable Adults**

**Adopted on: 24<sup>th</sup> May 2022**

**Review: May 2023**

Datchworth 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 or service associated with the Council.

Children, young people and adults at risk, without exception, have a right to be protected from being hurt, mistreated or suffering abuse. Their welfare is paramount.

## DEFINITIONS

**A child** – anyone under the age of 18 years

**A young person** – a person aged over 16 but under 18 (those aged 16-18 are included in the legal definition of a child)

**A vulnerable adult** – any person aged 18 or over who is, or may be, unable to take care of him or herself, or unable to protect him or herself against significant harm or serious exploitation. Vulnerability and risk may arise from a number of conditions including: mental health or illness, learning disability, physical disability or sensory impairment.

## TO WHOM THIS POLICY APPLIES

This policy applies to anyone working for or on behalf of the Parish Council whether in a paid, voluntary or commissioned capacity. It includes councillors, staff, volunteers and contractors.

## POLICY STATEMENT

In line with Safeguarding principles, the Parish Council will:

- Respect the rights, wishes, feelings and privacy of children, young people and adults at risk.
- Provide all new employees/volunteers/councillors/contractors (as appropriate) a copy of our Safeguarding Policy and require them to sign to confirm that they understand it and will abide by it.
- Ensure all councillors, staff and volunteers are well informed and understand the different forms abuse can take, how to identify them and how to act on their concerns.
- Treat any concern made by an elected member, employee, contractor or child/young person/adult at risk, seriously and sensitively.
- Implement effective procedures for recording, reporting and responding to any allegations, incidents or suspicions of abuse.
- Prevent unsuitable people from working with children, young people and adults at risk through a robust recruitment process that will include completing a Disclosure and Barring Service (DBS) check to obtain a copy of their criminal record.

The Parish Council will appoint a Designated Senior Person (DSP) who will ensure that procedures are put in place to enable the aims of the Parish Council to be met and to initiate appropriate action should any allegation of improper conduct be made.

## REPORTING AN INCIDENT, ALLEGATION OR ANY CAUSE FOR CONCERN

Datchworth Parish Council has identified Jane Dodson - Chair as its Designated Senior Person (DSP) (tel: 07733 237659). She is the first point of contact for all members, staff and volunteers if concerns arise about the behaviour of an adult, staff member or volunteer. If a concern relates to the DSP, the first point of contact is the Parish Clerk, Ms Susan Hake (tel: 07938 743424).

The Parish Council will follow the procedures set out in Hertfordshire County Council's Safeguarding Children Board and Safeguarding Adults Board. The Boards' allegation management system applies to all adults who work or undertake a voluntary role with children, young persons or vulnerable adults in Hertfordshire.

<https://www.hertfordshire.gov.uk/services/childrens-social-care/child-protection/hertfordshire-safeguarding-children-partnership/hscp.aspx>

<https://www.hertfordshire.gov.uk/services/adult-social-services/report-a-concern-about-an-adult/hertfordshire-safeguarding-adults-board/hertfordshire-safeguarding-adults-board.aspx>

Once a concern has been raised the DSP (or Parish Clerk) will liaise with a Hertfordshire LA Designated Officer (LADO) to gain an independent view of the matter and to take advice as to how the allegation should be responded to.

No investigation is to be undertaken until the LADO has been consulted.

For concerns regarding a child the DSP (or Parish Clerk) will contact Hertfordshire Children's Services, Customer Services 0300 123 4043.

For concerns regarding an adult the DSP (or Parish Clerk) will call Adult Care Services on 0300 123 4042.

In case of an emergency please phone 999.

Processes are followed for protection of children, young persons and vulnerable adults and to ensure that every concern is dealt with effectively and efficiently and there is always a final outcome that will be shared with the person involved.

Concerns that someone in the community is becoming radicalised should be referred to the police by dialling 101 and ask for the PREVENT team, or if very urgent dial 999.

<https://www.herts.police.uk/Information-and-services/Advice/Counter-terrorism/What-can-I-do>

This policy will be reviewed every year or earlier if so required by legislation or additional material.

Date of policy: May 2022

Approving committee: Full Council

Date of committee meeting: 24<sup>th</sup> May 2022

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