

Elvetham Heath Parish Council
Child Protection and Vulnerable Person Safeguarding Policy
Adopted 20 May 2019 Minute Ref: 38/19

1.0 Introduction

Elvetham Heath Parish Council is committed to providing safe activities and sporting opportunities for young people. To this end this Child Protection and Vulnerable Person Policy Document has been compiled. It should be read in conjunction with any other relevant policies or codes of practice. External Contractors, working on behalf of the Council, will be asked to adopt a suitable Child Protection and Vulnerable Person Policy if their work brings them into contact with children.

The purpose of the policy is to safeguard children who come into contact with representatives of the Council and to facilitate the best possible professional practice from the council, its staff, contractors and volunteers.

1.1 Definitions

- For the purpose of this policy “a child” means anyone under the age of 18 (The Children’s Act 1989)
- A vulnerable adult is a person “who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of himself or herself or unable to protect him or herself against significant harm or exploitation. (1997 Consultation paper “Who Decides” issued by the Lord Chancellor’s Department)
- Indicators of abuse from the Local Safeguarding Children’s Board can be found online at:
http://4lscb.proceduresonline.com/chapters/p_rec_sig_harm.html

2.0 Policy Statement

The Council is committed to ensuring that children and vulnerable persons are protected and kept safe from harm whilst they are engaged in any activity associated with the Council.

- All children and vulnerable adults have the right to protection from abuse, and their welfare is paramount;
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly;
- All staff, volunteers and elected Members of the Council have a responsibility to report concerns to the Parish Clerk, who will refer the matter to the Police or

Hampshire County Council Children's Services or Adult Services, as the appropriate authority, the contact details of which are shown at the foot of this policy;

- The Council will follow safe recruitment procedures in checking the suitability of staff and volunteers who will come into contact with children and vulnerable persons;
- Disclosure and Barring Service (DBS) checks will be carried out on staff who work directly with children. These checks will be repeated every four years, or when new staff are recruited;
- Councillors and volunteers will not be subject to DBS checks unless there is a change in the Council duties, which require regular contact with children or vulnerable people;
- All members of staff and volunteers will be made aware of this policy and the relevant procedures. Relevant awareness training will be provided where applicable.

Decisions on which employees/volunteers will be DBS checked will be taken by the Council's Executive Officer. Decisions on whether any Councillors will be DBS checked will be taken by the Executive Officer in consultation with that Councillor and the Chairman.

DBS checks will be carried out in line with best practice and to meet the needs of the Council's service. Information about DBS checks is available online at:

<https://www.gov.uk/government/organisations/disclosure-and-barring-service/about>

3.0 Users of Elvetham Heath Parish Council's Facilities

- All hirers and users of Council facilities will be made aware of the council's Child Protection and Vulnerable Adult Policy at the time of booking;
- Regular hirers and users of council facilities will be required at the time of booking to produce evidence of their own Child Protection and Vulnerable Adult policy if the purpose of the hire, use or activity is for children or vulnerable adults;
- Hire agreements for regular hirers or users will be reviewed annually on 1 April;
- New and current long-term hirers who do not currently have their own Child Protection and Vulnerable Adult policy, but should have one, can find information from the Local Safeguarding Children's Board as to how to produce such a policy at the following links:
<http://www.4lscb.org.uk/>
<http://4lscb.proceduresonline.com/>
- The Council will require the name and contact details of the lead organiser for the hiring.
- The lead organiser for such regular hirings will be required to confirm that they are in possession of a valid DBS check, by signing the appropriate section in the hire agreement.

- Should the lead organiser for regular hirings change, confirmation of possession of a valid DBS check will be required by signing a new hire agreement.
- Failure to comply with these requirements may result in the hirer or user being refused permission to use Elvetham Heath Parish Council facilities.

4.0 Review of Policy

This policy will be reviewed annually or when new legislation or guidance is issued.

USEFUL CONTACTS

Hampshire County Council:

Children's Services Tel: 0300 555 1384
Adult Services Tel: 0300 555 1386
Out of Hours Service Tel: 0300 555 1373

Hampshire Constabulary:

In an EMERGENCY 999 Non-Emergency 101