

Document Control

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Next review date: September 2027



Woodton Parish Council

Safeguarding Policy

Introduction

In the interests of child protection and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring that children and adults at risk (adults with care and support needs who may be unable to protect themselves from abuse, neglect or exploitation) 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 adults at risk.
- To promote the general welfare, health, and development of children by being aware of child 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 and adults at risk, it expects all children and adults at risk using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

Aims

The aim of this policy document is to guide members of the Parish Council should any child protection issue or any issues with adults at risk arise during their work.

Responsibilities & Procedures

The Clerk and Chair have been designated as Safeguarding Officers and the responsibilities will include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or adults at risk.
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Highlighting to all new councillors the existence of the Safeguarding Policy and where it can be found.
- Keep records in an incident book of any allegations made.

Any concern, allegation, disclosure or suspicion of abuse, neglect or exploitation relating to a child or adult at risk should be reported immediately to one of the Safeguarding Officers, who will take appropriate action in accordance with Norfolk safeguarding procedures. If a child or adult is believed to be at immediate risk of harm, Norfolk Police should be contacted on 999.

In the event of a contractor, working directly for the Parish Council, where their work may bring them into contact with children or adults at risk, then that contractor will be asked to provide their Safeguarding Policy.

Declaration

Woodton Parish Council is fully committed to safeguarding the well-being of children and adults at risk by protecting them from physical, sexual, and emotional harm and neglect. All members of Woodton Parish Council should be proactive in providing a safe environment for children and adults at risk who are involved in Parish Council activities.

Safeguarding Officers

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Chair:

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