



HERTINGFORDBURY PARISH COUNCIL

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY

1 Introduction

In the interests of child protection and the welfare and protection of vulnerable adults, Hertingfordbury 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. Safeguarding children and vulnerable adults is everyone's responsibility.

Hertingfordbury Parish Council has adopted this safeguarding child policy and expects every adult working or helping Hertingfordbury Parish Council to support it and comply with it. Consequently, this policy shall apply to all staff, Councillors, managers, trustees, directors, volunteers, students or anyone working on behalf of Hertingfordbury Parish Council or any Committees, Sub-Committees, Working Party or other Association.

2 Purpose of the Policy

1 This policy is intended to protect children and vulnerable adults who receive any service from us, including those who are the children of adults who may receive services from us.

2 As an organisation we believe that no child or young person should experience abuse or harm and are committed to the protection of children and young people and this policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

3 The risks to children and vulnerable adults

Nearly every child grows up in a safe and happy environment and it is important not to exaggerate or overestimate the dangers. Nevertheless, there are situations where children need protection including:

- Sexual abuse
- Grooming
- Physical and emotional abuse and neglect
- Domestic violence
- Inappropriate supervision by staff or volunteers
- Bullying, cyber bullying, acts of violence and aggression within our schools and campuses
- Victimisation



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- Self-harm
- Unsafe environments and activities
- Crime
- Exploitation

4 Universality of Protection

We recognise that:

- the welfare of the child and vulnerable adults is paramount
- all children or vulnerable adults, regardless of race, gender, religious belief, disability, age, sexual orientation or identity have a right to equal protection from harm.
- some children or adults are more vulnerable to harm as a result of their circumstances, prior experiences, communication needs or level of dependency.
- working with children or vulnerable adults and their parents and/or guardians, carers or other agencies is essential to protecting their wellbeing.

5 Safeguarding children and vulnerable adults at events / activities

1 There are three kinds of events/activities:

1.1 those open to adults and children of all ages,

1.2 those for children accompanied by a 'parent',

1.3 those for unaccompanied children, which are sometimes run alongside other events/activities.

2 At events and activities open to all ages, children under 16 must be accompanied throughout by an adult over the age of 18 who not only brings the child but also takes the child home again afterwards. Young people aged 16 or 17 may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents. Vulnerable adults should be accompanied in the same way that a child under the age of 16 would be.

3 At events and activities for children accompanied by a 'parent', children under 16 must be supervised throughout the event by an adult over the age of 18 who not only brings



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the child to the event but also takes the child home again afterwards. If a lone adult brings more than one child, then the children will have to stay together, so that the one adult can supervise them. Young people aged 16 or 17 may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents. Vulnerable adults should be accompanied in the same way that a child under 16 would be.

4 At events and activities for unaccompanied children, children under the age of 16 must be enrolled by a responsible adult before being left with the event leader. The enrolment must record the child's name, age and address and the names and addresses of the child's parents, plus the parents' mobile telephone numbers. Young people aged 16 or 17 may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents. Vulnerable children under the age of 16 must be accompanied by an adult over the age of 18 at all events organised by the Parish Council to always ensure protection.

6 Disclosure and barring

1 Hertingfordbury Parish Council does not in general offer activities itself.

2 Some of our activities may therefore require adult participants or adult leaders to undergo DBS and/or police checks under the Safeguarding Vulnerable Groups Act 2006. The required level of checking (if any) will broadly reflect the degree and frequency of unsupervised access given to other people's children.

3 The Safeguarding Lead will take very seriously any allegation of impropriety on the part of any member of Hertingfordbury Parish Council. A member of Hertingfordbury Parish Council who discovers anything amiss should get in touch immediately with the following:

4 The Safeguarding Lead will review the allegation and the likely risk to children and, if appropriate, will consider banning the member from future events or revoking his or her membership or both, but only in full accordance with the rules and procedures of Hertingfordbury Parish Council member legislations.

7 Health and safety aspects of safeguarding children

1 Before starting any event for unaccompanied children, the Safeguarding Lead will carry out a risk assessment and then take steps to minimise all risks to health and safety. Parents and children will be made aware of any particular risks and of the steps to be taken to minimise those risks. The Safeguarding Lead will keep a record of all risk assessments.

2 Sufficient adults must be present at any event for unaccompanied children to enable one adult to deal with any emergency while another adult supervises the children not directly affected by the emergency.



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8 Policy on the prevention of bullying

We will not tolerate the bullying of children or vulnerable adults either by adults or by other children. If any incident of child-on-child bullying should arise at a Hertingfordbury Parish Council event, those involved will be separated immediately and the parents of the children involved will be asked to deal with the matter. The Safeguarding Lead will review all incidents of child-on-child bullying and assess the likely future risk to children. If appropriate, the Safeguarding Lead will consider banning a child from future events. Allegations of adults bullying children will be dealt with under paragraph 6.3 above.

9 Photographing children

No photos will be taken or published of any child attending an event or activity unless prior written permission is sought from a person with parental responsibility. If any person has any concerns regarding any person taking photos at an event or activity, that person should contact Hertingfordbury Parish Council immediately and or the organiser of the event being held.

10 Managing behaviour, discipline and acceptable restraint

1 Adults supervising children at events must never use any form of corporal punishment. If physical restraint is absolutely necessary to prevent injury to any person or to prevent serious damage to property, then the minimum necessary restraint may be used — but for that purpose only.

2 Unacceptable behaviour at events for unaccompanied children will generally be stopped by separating the children from each other and from the group. The miscreants will be suitably supervised and will be returned as soon as possible to the care of their parents.

2 Hertingfordbury Parish Council may apply a further disciplinary sanction; namely the banning of the child from one or more future events over the following 18 months. Any such sanction would be determined and applied by the following officer:

Mrs Katie Eyre, Clerk of Hertingfordbury Parish Council

3 A parent who is aggrieved by this ban may appeal to the event organiser who will hear the views of all relevant persons.

4 Councillors will adhere to the 'List of Recommended Behaviour' namely:

- A minimum of two adults present when supervising children
- Not to play physical contact games
- Adults 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.



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- Keep records of any incidents or allegations a person may make to any council member or volunteer.
- Refer cases of suspected abuse or allegations to the Safeguarding Lead who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures.
- Sharing information about child 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 Safeguarding Policy.

Any organisation which may make contact with children or vulnerable adults shall be required to show proof of its own appropriate Safeguarding Policy before being allowed to participate in any organised events associated with Hertingfordbury Parish Council.

11 Legal Framework

This policy has been drawn up in accordance with the following:

- Children Act 1989
- United Convention of the Rights of the Child 1991
- General Data Protection Regulation
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Special educational needs and disability (SEND) code of practice - Guidance on the special educational needs and disability (SEND) system for children and young people aged 0 to 25, from 1 September 2014
- Information sharing: advice for practitioners providing safeguarding services
- Working together to safeguard children (2017)



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ALL MEMBERS OF EVENT ORGANISERS MUST AGREE TO THIS POLICY

SIGNED:

DATE: