



Safeguarding Policy

	Date	Minute Reference	Amended
Adopted: (Reviewed 2 Years)	Nov 2020	PER20-15	NEW
Reviewed	Nov 2022	PER22-61c	No
	Nov 2024	FC24-844a	No
Next Review 3 years	Nov 2027		

The Keene Hall, Watchouse Road, Galleywood, Essex CM2 8PT

1. Introduction

In the interests of child protection and the welfare and protection of vulnerable adults, Galleywood 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.

2. Policy Objective

- 2.1 To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to reduce the risk to children and vulnerable adults;
- 2.2 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;
- 2.3 To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect;
- 2.4 As the Parish Council does not directly provide care or supervision services to children and vulnerable adults, it expects all children and vulnerable adults using its facilities to do so with the consent and the necessary supervision of a parent, carer, or other responsible adult.

3. Aims

The aim of this policy document is to guide members of Galleywood parish Council should any child protection issue or any issues with vulnerable adults arise during their work.

4. Responsibilities and Procedures

- 4.1 To ensure that before any Parish Council organised event with children or vulnerable adults, participants are briefed appropriately;
- 4.2 To ensure that whilst Council members are unlikely to be involved with children during the performance of their duties, they are mindful of the risk they face;
- 4.3 To ensure that before any volunteers or employees are recruited to work with children and vulnerable adults they are interviewed, and two references taken up;
- 4.4 Decisions on whether any person should be checked under the Disclosure and Barring Service (DBS) will be made by the Personnel Committee after consultation with the Clerk following a risk assessment;
- 4.5 Councillors will adhere to the 'List of Recommended Behaviour' namely:
 - A minimum of two adults presents with 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
- 4.6 Keep records of any incidents or allegations a person may make to any Councillor or volunteer;
- 4.7 Facilities offered by the Parish Council have been inspected on a regular basis;
- 4.8 Sharing information about child protection and good practice with partner organisations, Councillors, employees, volunteers, parents, and carers;
- 4.9 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 the contractor will be asked to provide a copy of 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 the use of any Council owned facilities.

Declaration

Galleywood Parish Council is fully committed to safeguarding the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm, neglect including cyber bullying, sexting, and peer on peer abuse.

All members of Galleywood Parish Council should be proactive in providing a safe environment for children and vulnerable adults who participate in Parish Council activities.