



Mattishall Parish Council

Safeguarding Policy

Date of next review: March 2024

Policy Statement

In the interests of safeguarding children and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring that children and adults with care and support needs 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 with care and support needs.
- To develop procedures in recording and responding to safeguarding complaints and to alleged or suspected incidents of abuse and neglect.

As the Parish Council does not directly provide care of supervision services to children and adults with care and support needs, it expects all children and adults with care and support needs 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 and any co-opted members of Committees should any safeguarding children issue or any issues with adults with care and support needs arise during their work.

Responsibilities and Procedures: A Parish Councillor, will be appointed annually as the designated Safeguarding Officer and the responsibilities will include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or vulnerable people; [training will need to be organised for this person]
- Ensuring that councillors are aware of the risk they may face in certain circumstances whilst carrying out their duties;
- Ensuring that whilst councillors are unlikely to be involved with children during the performance of their duties they are mindful of the risk they face.

All new councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge they will abide by it. Councillors will adhere to the 'List of Recommended Behaviours' namely:

- A minimum of two adults present when supervising children
- Not to play physical contact games
- Ensure that accidents are recorded in an accident book
- Never do anything of a personal nature for a young person
- Keep records in an incident book of any allegations a young person may make to any parish councillor or volunteer
- If there is a child abuse incident it should be reported to the Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the Norfolk Safeguarding Children Board procedures and

also referred to the Parish Council for further action as appropriate and future risk assessment

- Facilities offered by the Parish Council are inspected on a regular basis. The play areas are inspected annually by a fully independent qualified inspector
- In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where children or adults with care and support needs may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

Any organisation which is engaged by the Parish Council (for example the YMCA) to work with children or adults with care or support needs on their behalf shall be required to show proof of its own Safeguarding Policy before being contracted by the Parish Council. The organisation's policy must, as a minimum, adhere to the standards set out within this policy. The Safeguarding Officer will need to review such policies.

Referrals

If there are safeguarding concerns for a child or an adult with care and support needs, the Safeguarding Officer will seek advice from:

For children: Norfolk Multi Agency Safeguarding Hub (known as Norfolk MASH)
0344 800 8020.

For adults: Norfolk Safeguarding Adults Board 0344 800 8020

Declaration

Mattishall Parish Council is fully committed to safeguarding the well-being of children and adults with care and support needs.

All members of Mattishall Parish Council should read the Safeguarding Policy. Having read the policy, they should be proactive in providing a safe environment for children and adult with care and support needs who are involved in Parish Council activities.

This policy will be reviewed annually. Adopted on 4th April 2022, next review date April 2023.