

WALTON PARISH COUNCIL

SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS POLICY

Everyone has a duty to safeguard children, young people and vulnerable adults. Walton Parish Council is committed to maintaining the welfare of people whilst they are using the Parish Council facilities described within this policy.

This policy applies to:

- anyone working for or on behalf of the Parish Council whether in a paid, voluntary or commissioned capacity.
- any individual or organisation hiring the Parish Council facilities for delivering any service to children, young people or vulnerable adults.

Facilities

The children's play area and football pitch and basketball pitch situated on School Lane owned by Walton Parish Council. The land on which Walton Village Hall is built is owned by the Parish Council. The Village Hall has a Management Committee, which is responsible for the day to day running of the hall and its long-term viability.

Walton Parish Council has no specific person, either Councillors or staff members who are involved in the care of children or adults at the facilities listed above, but will ensure that, should a concern arise, the correct procedures related to this policy are followed.

Definitions

Children and young people:

Anyone under the age of 18 years

Vulnerable Adult:

Anyone over 18 who is:

- Unable to care for themselves
- Unable to protect themselves from significant harm or exploitation
- Or may be in need of community care services

Safe Environment

In order to promote a safe environment for children, young people and vulnerable adults, the Parish Council will:

- Provide safe facilities and do regular safety assessments.
- Ensure that employees, councillors and leaders of activities in parish facilities, are aware of the safeguarding expectations.

- Ensure that the Policy for users of parish facilities includes a requirement that they are safe to work with children, young people and vulnerable adults.
- For example, those adults who have regular unsupervised contact with children, young people or vulnerable adults during the course of their duties should undergo appropriate Disclosure and Barring Service checks.
- Display on notice boards the relevant safeguarding contacts for advice and help. See below.

Hiring of facilities to groups for use with children, young people or vulnerable adults

Parish Council will require any group using its facilities to:

- Have public liability insurance.
- Have a suitable safeguarding children, young people and vulnerable adults policy and/or agree to work to the Parish Council's policy and relevant guidance.
- Ensure leaders make their members aware of the Parish Council Policy and ensure that it is followed whilst using parish facilities.
- Ensure leaders have valid enhanced DBS checks as appropriate and know where the first aid box is.
- Complete a risk assessment for individual activities.

Safe working practice

All users of Parish Facilities must follow the safeguarding children, young people and vulnerable adults policy and procedures at all times. For example, they should:

- Never leave children, young people or vulnerable adults unattended with adults who have not been subject to a Disclosure and Barring Service (DBS) check.
- Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action.
- Where possible, have male and female leaders working with a mixed group.
- Ensure registers are complete and attendees are marked in and signed out (under 8's must be collected by a parent/carer).
- Ensure that photos or videos of individuals are not taken without written permission from parents/ carers.
- Ensure they have access to a first aid kit and telephone and know fire procedures.
- Ensure that where a child, young person or vulnerable adult needs assistance with toilet trips and when first aid is required, that this is carried out in pairs or in the latter case, that it is carried out where they can be seen.
- When working outside, ensure activities, breaks and clothing are suitable for the weather conditions and that shelter is available where possible.

Code of Conduct for users of Parish Council facilities

- Treat each other with respect.
- Show consideration for other groups using the facilities.
- Treat the facilities provided with due care and respect.
- Provide an example of good conduct that you wish others to follow.

- Refrain from any behaviour that involves racism, sexism and bullying and in addition to report any instances of such behaviour to group leaders, Parish Councillors, the Parish Clerk or parents and carers, as appropriate.
- Encourage an open atmosphere within user groups so that discussion about issues that will affect participants whilst they are attending sessions can contribute to the smooth running of activities.

Safeguarding Contact Details

Wakefield District Safeguarding Children Board

County Hall, Bond Street, Wakefield, WF1 2QW

Email: wds cb@wakefield.gov.uk

Tel: 01924 306497

Wakefield District Safeguarding Adults Board can be contacted on Wakefield Social Care Direct, Tel: 0345 8503 503, a free and confidential phone line, open 24 hours a day.

Adopted by the Parish Council on 6 March 2018