

## **Tuddenham St Martin Parish Council.**

### **Safeguarding Policy for the protection of children and vulnerable adults.**

Everyone has a duty to safeguard children, young people and vulnerable adults. Tuddenham St Martin Parish Council has no premises but maintains the village playground and occasionally runs events, although not often. Most of these events are aimed at family attendance and are rarely specifically for children, young people and vulnerable adults. In most cases children will be accompanied by an adult (a parent or carer), who will take responsibility for them. Young people, (defined as school age or above for the purpose of this policy), and Vulnerable Adults may attend activities independently and need additional protection accordingly.

For any event organised by the Parish Council, a Safeguarding Officer should be appointed for that event and they should follow the Guidelines as described in this Policy. This Policy reflects the current operations and will be reviewed every 12 months or when/if circumstances warrant additional requirements.

Tuddenham St Martin Parish Council wishes to promote a safeguarding culture and will:

- endeavour to ensure the safety, wellbeing and protection of children and vulnerable adults attending a Tuddenham St Martin Parish Council event reporting any abuse that may be suspected or discovered.
- ensure that all employees, Councillors and volunteers have a copy of the Policy and are aware of their responsibilities.
- ensure that all employees, Councillors and volunteers are aware that they have a legal responsibility to refer when a disclosure is made although they are not responsible for deciding whether abuse has taken place.
- assess any proposed contract for work and if it looks like it has a safeguarding risk, then it will check that the supplier has a Safeguarding Policy and they accept that their Policy will apply for the work under consideration.
- ensure that this Policy is posted on the Parish Council website.

**Guidelines** While protection guidelines for vulnerable adults differ significantly from those that apply to children, the following guidance offers safe practice for the care of both groups. An event plan should consider and address the following issues:

- Plan the event so as to minimise situations where abuse or neglect may occur.
- Apply agreed procedures for protecting children, young people or vulnerable adults to all team members.
- Make sure that volunteers are not working on their own or they are at least in sight or hearing of others.
- Have male and female leaders.

Additional measures to consider:

- Who would be the main safeguarding contact for your event?
- Would you need some sort of password for mobile phone/ radio contact to indicate a missing/lost child?
- Where will be your safe place to escort vulnerable children/adults to if necessary?
- What efforts will you make to re-unite the individual with their parent or guardian, as appropriate, or make a referral to statutory agencies as appropriate?
- Think about what you would do if a child/vulnerable adult chose to leave your area or refused to go?
- Inform all volunteers about the signs, and symptoms of abuse and neglect.

**Signs and Symptoms of Abuse** For adults and children, the signs of abuse can often be similar. Abuse for vulnerable groups can generally be viewed in terms of 7 main categories; Physical, Sexual, Financial, Neglect, Psychological, Discriminatory and Institutional.

A child is abused when a parent, carer, other family member or adult known (although not always) to the child deliberately causes harm, neglects or fails to protect their child from harm.

**If a disclosure is made or a concern is noticed**

If a disclosure is made it should be recorded. Leading questions should not be asked but a clear factual record made of what has been disclosed. If a concern is noticed, (such as evidence of physical abuse, severe neglect or distress), this should be reported in the same way as for disclosures. All referrers should follow the summary guidance:

- Record the time and date
- Don't promise to keep what you're told a secret
- Tell the child or young person what you will do next
- Don't make promises you cannot keep

REMEMBER – Do not delay. Children's Services and Police are always available.

**Telephone Numbers****If you think someone is at risk**

If you are worried that a child, young person or adult is at risk of abuse, harm or neglect, please call Suffolk County Council's Customer First phone line on **0808 800 4005**.

Calls are free from landlines and most mobiles.

**MASH consultation line (Multi-Agency Safeguarding Hub)**

If you would like to discuss whether the situation you are concerned about should be the subject of a safeguarding referral, please contact the MASH Consultation Line on **0345 606 1499**.

**Suffolk Police:** 01473 613500

**In an emergency dial 999.**