



SAFEGUARDING POLICY

1. COUNCIL'S COMMITMENT

Perton Parish Council is committed towards the safeguarding of everyone who uses Council facilities. In order to achieve this, organisations or individuals hiring council premises will be expected to meet certain standards in respect of activities involving children or vulnerable adults.

Anyone who comes into contact with children/vulnerable adults has a duty of care to safeguard and promote their welfare. There is a legal duty placed upon us to ensure that anyone who works with or on behalf of children/vulnerable adults is competent, confident and safe to do so.

To ensure that where possible all facilities and activities offered by the Parish Council and other organisations are designed and maintained to limit risk to children and vulnerable adults. All organisations including charities have to comply with the law regarding the protection and safeguarding of children and adults at risk.

The purpose of this document is to define the policy and procedures that apply to the use of Perton Civic Centre.

2. DEFINITIONS

CHILD - A child is anyone under the age of 18.

VULNERABLE ADULT - The Law Commission Report into Adult Social Care (2011) defined an Adult at Risk as a person who:

- must appear to have health or social care needs, including carers (irrespective of whether or not those needs are being met by services)
- must appear to be at risk of harm
- must appear to be unable to safeguard themselves from harm as a direct result of their health or social care needs.

SAFEGUARDING - Safeguarding is defined in "Working Together to Safeguard Children" 2013 as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care and taking action to enable all children to have the best outcomes

ABUSE OF A CHILD - The NSPCC have identified specific forms of abuse which may be perpetrated against a child. These are defined as:

- Bullying
- Emotional abuse
- Physical abuse
- Child trafficking
- Neglect
- Sexual abuse

ABUSE OF AN ADULT - The Law Commission's Report into Adult Social Care defines harm as including but not limited to:

- ill treatment (including sexual abuse, exploitation and forms of ill treatment which are not physical)
- the impairment of health (physical or mental) or development (physical, intellectual, emotional, social or behavioural)
- self-harm and neglect
- unlawful conduct which adversely affects property, rights or interests (for example, financial abuse).

3. OBJECTIVES/AIMS

To encourage good practice amongst all hirers, staff and volunteers of the Civic Centre and ensuring that everyone is aware of the risk they may face in certain circumstances whilst carrying out their duties.

Creating a safe and healthy environment for all users, staff and volunteers avoiding situations where abuse or allegations of abuse may occur. Allegations of any incidents that takes place in the Civic Centre that are reported to the Parish Council will be passed to the relevant authorities. The Parish Council will not carry out any investigation, but will refer the matter to the Police or relevant authority.

Hirers who provide a service for children and/or vulnerable adults, whether paid or on a voluntary basis, will be required to demonstrate that they have adequate and appropriate policies and procedures in place with regards to safeguarding that are suitable for their activities e.g. Child Protection Policy, DBS checks. These documents may be checked and recorded as an addition to the standard terms and conditions of hire. If the organisation does not have a policy in place Perton Parish Council Policy may be adopted.

The hirer will be responsible for the conduct of any volunteers or helpers and must ensure that they meet the Council's safeguarding requirements. Anyone hiring the facilities also has an obligation to provide a set of standard/operating procedures for customer/employee interactions i.e. Code of Conduct. When the hall is hired out for a private children's party/function, there will be no action to vet the person(s) hiring the hall for the one-off event.

Hirers must satisfy themselves that the premises and facilities are suitable for their needs

Please note the hire agreement can only be signed by persons over 18 years of age. In the event of a child or vulnerable adult not being collected after an event, the responsibility of dealing with the situation rests solely with the hirer, who if necessary must seek advice or involvement from the authorities or Police if appropriate.

Perton Parish Councillors will be required to become aware of child protection and vulnerable adult issues and the Management Committee will endeavour to keep the premises safe for use by children and vulnerable adults.

Perton Parish Council members do not regularly supervise children or vulnerable adults as part of their functions. DBS checks are not required for Parish Council employees or Councillors unless they are to have unsupervised access to children or vulnerable adults.

Safeguarding in Perton Civic Centre is the responsibility of Perton Parish Council, and the Safeguarding Officer is the Parish Clerk. The Safeguarding Officer will ensure that the Parish Council receives reports on safeguarding issues.

It is everybody's responsibility to recognise the signs of, and to report, abuse wherever it is seen, suspected or disclosed. Employees, Councillors and all users of the Civic Centre are responsible for reporting suspicions of abuse and must also respond appropriately to any disclosure and take any immediate action necessary to protect children and adults at risk.

All information relating to safeguarding will be kept securely and only shared on a need-to-know basis.

This policy will be reviewed annually.