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**Child Protection and Vulnerable Adult Protection Policy**

**1. INTRODUCTION**

Buriton Parish Council, its Councillors, staff and volunteers have both a moral and legal obligation to provide steps to protect children (those under the age of 18) and vulnerable adults.

A vulnerable adult is a person “who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him/herself or unable to protect him/herself against significant harm or exploitation.

**2. POLICY STATEMENT**

Buriton 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 directly 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 vulnerable adults.
- To promote the general welfare, health and development of children and vulnerable adults by being aware of child and vulnerable adult protection issues and to be able to respond, where appropriate, as a caring organisation.
- To record and respond to accidents and complaints and to alleged or suspected incidents of abuse and neglect.
- To share information about child protection and good practice with partner organisations, councillors, employees, volunteers, parents and carers.

**3. AIMS**

The aim of this policy document is to guide Parish Councillors, the Parish Clerk, the Village Hall Manager, contractors and volunteers of Buriton Parish Council (“Participants”) should any child or vulnerable adult protection, abuse or neglect issues arise during their work. This policy will be included in an induction package to all Councillors. Other aims:

- To create a healthy and safe environment at all activities directly associated with the Parish Council.
- To ensure that children and vulnerable adults are listened to, and kept safe from harm.
- To support and encourage parents to voice their opinions regarding the welfare of their children and to raise their awareness of the importance of asking questions about the clubs and activities directly associated to the Parish Council to which they send their children.
- To ensure Councillors, staff and volunteers, who work with children and vulnerable adults, are well informed, supported and enabled to provide the best possible practice.

**4. RESPONSIBILITIES & PROCEDURES**

Buriton Parish Council is conscious that Participants may have dealings with children and vulnerable adults as part of their work, and has adopted the following responsibilities and procedures:

- The Parish Clerk will be appointed as the Child Protection and Vulnerable Adult Representative.
- Ensuring that whilst Participants are unlikely to be involved with children and vulnerable adults during the performance of their duties they are mindful of the risk they face.



## **BURITON PARISH COUNCIL**

- Decisions on whether any person should undergo a DBS (Disclosure and Barring Service) check will be made by the Child Protection and Vulnerable Adult Representative or the Chairman of the Parish Council following a risk assessment. They may seek guidance from Community First East Hampshire.
- All new Parish Councillors, contractors and volunteers are provided a copy of this Child Protection and Vulnerable Adult Policy and are required to acknowledge they will abide by it.
- Participants will adhere to the following “List of Recommended Behaviours”:
  - A minimum of two adults present when supervising children or vulnerable adults.
  - Not to arrange exercises or activities that might involve, or lead to, physical contact with children or vulnerable adults.
  - Participants to wear appropriate clothing at all times.
  - Never do anything of a personal nature for a child or vulnerable adult.
  - Keep records in an incident book of any allegation a child or vulnerable adult may make to any Participant.
- If there is a child abuse incident or abuse of a vulnerable adult it should be reported immediately to the Child Protection and Vulnerable Adult Representative who will be responsible for referring the matter to the Police or Hampshire County Council Children’s Services or Adult Services. If the matter is urgent it must be reported immediately to the Police on 999 or 101 as appropriate. Hampshire County Council numbers are:
  - Adult – 0300 555 1386
  - Children – 0300 555 1384
  - Out of hours – 0300 555 1373
- 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 that contractor will be asked to provide their Child Protection and Vulnerable Adults Policy

### **5. DECLARATION**

Buriton Parish Council is fully committed to safeguarding the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm and neglect.

Participants should be proactive in providing a safer environment for children and vulnerable adults who are involved in any activity which is directly the responsibility of Buriton Parish Council.

This Child Protection and Vulnerable Adults Policy was adopted by the Buriton Parish Council on 29<sup>th</sup> July 2019 and will be reviewed annually.