

CHAWTON PARISH COUNCIL (CPC)  
CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS PROTECTION POLICY  
Safeguarding Children, Young People and Vulnerable Adults

**Introduction:**

Everyone has a duty to safeguard children, young people and vulnerable adults.

This policy outlines practice that will promote the safety of children, young people and vulnerable adults using CPC facilities.

The policy will be reviewed by the Parish Council on an annual basis.

**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

**Employees and Councillors:**

Anyone working for, or on behalf of CPC whether paid or voluntary

**Substantial Access:**

- Where an individual is regularly caring for, training or supervising a child, young person or vulnerable adult
- Where an individual has sole charge of children, young people or vulnerable adults

**Promoting a safe environment:**

In order to promote a safe environment for children, young people and vulnerable adults, CPC wishes to promote a safeguarding culture in its activity areas. In order to achieve this, CPC will:

- Provide safe facilities and undertake regular safety assessments.
- Publish a written Code of Conduct for users of parish facilities. Copies of the code will be displayed in parish buildings and on the council website.
- Ensure that employees, councillors and group leaders of activities in parish facilities are aware of the safeguarding culture.
- Require employees and councillors who come into regular unsupervised contact with children, young people or vulnerable adults during the course of their duties to undergo appropriate DBS checks. These checks to be repeated every 3 years. The Clerk will keep a record of employees and councillors who have undergone DBS checking. Portability of DBS checks will be acceptable where there is no other prohibitive evidence.
- Make available on public notice boards and to employees and councillors, the contact details of the Social Services Duty Officer, NSPCC and Childline.

Employees and councillors have a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. If they have concerns, these should be passed onto the Social Services Duty Officer.

**Setting the Right Environment:**

- Set an example you wish others to follow
- Treat everyone with respect
- Ensure everyone has an equal opportunity to participate
- Do not show favouritism
- Do not do things of a personal nature that individuals cannot do for themselves
- Deal firmly and fairly with attention seeking behaviour

**CODE OF CONDUCT FOR USERS OF PARISH COUNCIL FACILITIES**

In order to support a safeguarding culture for all users of parish facilities, we have developed a code of conduct. This will help to ensure a safe and friendly atmosphere for all activities and events. In this spirit, we request all users to:

- 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.

Reviewed and agreed 9<sup>th</sup> October 2017

Signed ..... Date .....