

SALTASH TOWN COUNCIL **CHILDREN, YOUNG PEOPLE & ADULTS SAFEGAURDING POLICY**

1. 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 Town Council facilities. The policy will be reviewed by the Town Council annually.

2. 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.

3. To whom this policy applies

This policy applies to anyone working for or on behalf of Saltash Town Council whether in a paid, voluntary or commissioned capacity.

4. Promoting a safe environment

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

- Provide safe facilities and undertake regular safety assessments.
- Ensure that employees, and Councillors are aware of the safeguarding expectations.
- Ensure any leaders of workshops run by the Council (where children are involved) are enhanced DBS checked.

Employees, Councillors, contractors and volunteers all 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 on to the Council's Administration Officer, or direct to the Multi Agency Referral Unit (MARU) on **0300 123 1116** or Cornwall and Isles of Scilly Safeguarding Children Board (CISSCB) on **0300 1234 131**.

5. Allegations against staff and volunteers

- All staff should take care not to place themselves in a vulnerable position with a child. It is always advisable for interviews or work with individual children or parents to be conducted in view of other adults.
- All staff should be aware of the settings behaviour/discipline policy.
- The Town Council should follow the CISSCB procedures for managing allegations against staff/volunteers, a copy of which can be found on the CISSCB website - www.safechildren-cios.co.uk

No attempt should be made to investigate or act on any allegation before consultation with the CISSCB.

6. Whistleblowing

We recognise that children cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.

All staff and volunteers should be aware of their duty to raise concerns about the attitude or actions of colleagues and appropriate advice will be sought from the CISSCB.

7. What should be a cause for concern

Staff, contractors and volunteers should be concerned by any behaviour, action or inaction, which significantly harms the physical and/or emotional development of a child. A child may be abused by parents, other relatives or carers, professionals and other children, and abuse can occur in any family OR in any other area of society, regardless of social class, wealth or geographical location.

Abuse falls into four main categories:

1. Physical Abuse
2. Emotional Abuse
3. Sexual Abuse
4. Neglect

All staff, contractors and volunteers need to have an awareness that there are many other forms of abuse. Ideally, staff, contractors and volunteers who engage with children will have accessed appropriate child protection training through the CISSCB but further information about types of abuse, signs to look for and what to do if you are concerned are also available on the CISSCB website - www.safechildren-cios.co.uk

8. Town Council Assets

- Guildhall
- Maurice Huggins Room
- Churchtown Cemetery
- Allotments
- Waterfront, Alexandra Square, Belle Vue & Longstone Park Toilets
- Waterfront Pontoon
- Railway Station Building & Land

How to make a safeguarding children and young people alert/referral

If you wish to report an incidence of abuse or neglect, please contact the Multi Agency Referral Unit on: **0300 123 1116**.

Outside of normal working hours there is an out of hours service available to ensure that urgent situations are responded to appropriately. The out of hours service runs from Monday to Thursday 5:15pm and 4:45pm on Fridays until 8:45am weekdays and for 24 hours on Saturdays and Sundays and can be contacted by phoning **0300 1234 100**.

How to make a safeguarding adults alert/referral

In Cornwall and the Isles of Scilly a safeguarding adult's referral is called a safeguarding adults alert. To make a safeguarding adults alert in Cornwall you need to contact the Access Team within Education, Health and Social Care on **0300 1234 131**.

Your call will be put through to the Access Team. They will listen to what you have to say and will ask you questions so they fully understand the concerns you are raising.

When the offices are closed you can call 01208 251 300 for emergencies only.

Other Useful websites:

Cornwall & Isles of Scilly Local Safeguarding Children Board

www.safechildren-cios.co.uk

Safeguarding Adult Board Website:

www.cornwall.gov.uk/safeguardingadults

South West Child Protection and Safeguarding Procedures

www.swcpp.org.uk