

EAST GOSCOTE PARISH COUNCIL

SAFEGUARDING POLICY



Approved by:

Full Council

Date: 28.7.25

Last reviewed:

14th September 2022

Next review due:

Safeguarding Policy for Children and Vulnerable Adults

1. Introduction

East Goscote Parish Council is committed to safeguarding and promoting the welfare of children and vulnerable adults. This policy outlines our procedures for preventing and responding to concerns about abuse and neglect. It applies to all councillors, staff, volunteers, and users of our facilities.

For the purposes of this policy:

- A **child** is defined as anyone under the age of 18.
- A **vulnerable adult** refers to any person aged 18 or over who is, or may be, in need of community care services by reason of mental or other disability, age, or illness, and who may be unable to take care of themselves or protect themselves from harm or exploitation.

Safeguarding is everyone's responsibility. Doing nothing is not an option.

2. Designated Safeguarding Officer

Laurie Needham

Contact Number: 07807 399879

The Designated Safeguarding Officer (DSO) is the first point of contact for concerns about safeguarding children or vulnerable adults. The DSO oversees implementation of this policy and liaises with the appropriate authorities when necessary.

3. Policy Principles

- The welfare of children and vulnerable adults is paramount.
- All children and vulnerable adults have equal rights to protection from abuse, neglect, and exploitation.
- All councillors, staff, and volunteers have a duty to safeguard children and vulnerable adults.
- All concerns and allegations of abuse will be taken seriously and responded to appropriately.
- Confidentiality will be maintained wherever possible, but safeguarding concerns may require information to be shared with appropriate authorities.

4. Types of Abuse

For Children:

- **Physical Abuse:** Hitting, shaking, burning, etc.
- **Emotional Abuse:** Persistent emotional maltreatment.

- **Sexual Abuse:** Forcing or enticing a child into sexual activities.
- **Neglect:** Failure to meet a child's basic needs.

For Vulnerable Adults:

- **Physical Abuse:** Hitting, slapping, or misuse of medication.
- **Psychological Abuse:** Emotional abuse, intimidation, or threats.
- **Financial Abuse:** Misuse of property or finances.
- **Sexual Abuse:** Sexual acts without consent.
- **Discriminatory Abuse:** Harassment or slurs due to race, gender, disability, etc.
- **Neglect and Acts of Omission:** Ignoring medical or physical care needs.
- **Institutional Abuse:** Failure of an organisation to safeguard individuals properly.

5. Procedures for Responding to Concerns

If you suspect abuse or a safeguarding concern:

- 1. Make Safe**
 - Ensure the immediate safety of the individual.
 - Seek medical attention if required.
- 2. Inform**
 - Contact the Designated Safeguarding Officer immediately.
 - Contact the police (999) if a crime has been committed or if someone is in immediate danger.
- 3. Record**
 - Record details of the concern as soon as possible, including:
 - Name and details of the individual at risk.
 - Nature of the concern or incident.
 - Date, time, and location.
 - Any action taken.
 - Keep records secure and confidential.
- 4. Refer**
 - The DSO will decide whether to refer the matter to social services or the police:
 - **Children's Services (First Response):** 0116 305 0005
 - **Adult Social Care:** 0116 305 0004

If someone does not want you to report:

- Explain that you have a duty of care and cannot guarantee confidentiality.
- Explain that others may also be at risk.

Allegations against staff or volunteers:

- Report immediately to the DSO.
- The accused individual may be suspended pending investigation.
- Follow disciplinary procedures as appropriate.

6. Safe Working Practices

To protect children, vulnerable adults, and staff/volunteers:

- Always work in an open environment.
- Treat all individuals with respect and dignity.
- Avoid unnecessary physical contact.
- Do not spend excessive time alone with a child or vulnerable adult.
- Do not take individuals to your home or allow them to travel alone with you.
- Secure parental consent in writing for activities involving unaccompanied children.
- Obtain consent before taking photos or videos.

7. Prevention

- All councillors, staff, and volunteers will be made aware of this policy.
- Enhanced DBS checks will be carried out where appropriate.
- Relevant safeguarding training will be provided.

8. Contacts

- **Police Emergency:** 999
- **Police Non-Emergency:** 101
- **Children's Services (First Response):** 0116 305 0005
- **Adult Social Care:** 0116 305 0004
- **NSPCC Helpline:** 0808 800 500
- **Action on Elder Abuse Helpline:** 0808 808 8141

Signed.....

(Chair)

Date.....

Appendix A: Safeguarding Incident and Concern Report Form

Confidential

This form should be completed in full and submitted to the Designated Safeguarding Officer.

Details of the Individual at Risk

Name	
Date of Birth	
Age (if DOB unknown)	
Gender	
Address	

Details of the Incident or Concern

Description of incident (include injuries, if any):

.....
.....

Type of abuse suspected (tick):

- Physical Emotional Sexual Neglect Financial Discriminatory

Other:

Was the individual spoken to?

- Yes No If yes, what was said?

Details of Alleged Perpetrator

Name:

Relationship to individual:

Details of Person Reporting

Name:

Job Role/Relationship:

Contact Details:

Date/Time of Report:

Signature:

Date:

Appendix B: Parent/Guardian Consent Form (for Children)

Your child will be taking part in the event shown below. as part of the Council's Safeguarding Children and Child Protection Policy, I would be most grateful if you could complete the form below and return it to us. Thank you for your assistance with this matter. All information will be treated in strict confidence.

EVENT / ACTIVITY:
DATE OF EVENT:
Name of Child:
Date of Birth:
Home Address:
Contact Number:
Medical Conditions e.g., asthma, diabetes, allergies:

1. I confirm that my child is in good health, and I give consent for them to participate in the above event/activity.
2. I consent to any emergency treatment required by my child during the course of the event/activity.

Name of Parent / Guardian:
Signature:
Date:

The information you provide will be used in accordance with the Data Protection Act to ensure the safety of all participants and may be shared with other people/organisations involved in the delivery of the above event/activity, if appropriate. By signing this form you are consenting to the Council using the information, which you have supplied in the manner stated above.

Occasionally, the Parish Council may take photographs at the event for use in promotional purposes, including on the Council's website. Please indicate by ticking the box below if you **DO NOT** wish your child to be included in photographs:

I do not wish for my child to be photographed during the course of the above event/activity.

Appendix C: Useful Contacts

- **NSPCC:** 0808 800 5000 | www.nspcc.org.uk
- **Action on Elder Abuse:** 0808 808 8141 | www.elderabuse.org.uk
- **Samaritans:** 116 123 | www.samaritans.org
- **Protect (Whistleblowing):** 020 3117 2520 | www.protect-advice.org.uk
- **Victim Support:** 0808 1689 111 | www.victimsupport.org.uk