

# **Alderholt Parish Council**

## **Safeguarding Policy**

### **Purpose**

The purpose of this policy is to protect children and vulnerable adults from any harm that may be caused due to being in contact with Alderholt Parish Council. This includes harm arising from:

- The conduct of staff, councillors, volunteers and contractors associated with Alderholt Parish Council
- The design and implementation of Alderholt Parish Council's programmes and activities

The policy lays out the commitments made by Alderholt Parish Council and informs staff, councillors, volunteers and contractors of their responsibilities in relation to safeguarding.

This policy does not cover:

- Sexual harassment in the workplace
- Safeguarding concerns in the wider community not perpetrated by Alderholt Parish Council or associated personnel

### **What is Safeguarding?**

In the UK, safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.

In our sector, we understand it to mean protecting people, including children and vulnerable adults, from harm that arises from coming into contact with the Council or its activities.

Further definitions relating to safeguarding are provided in the glossary below.

### **Scope**

- All staff contracted by Alderholt Parish Council
- Associated personnel whilst engaged with work or visits related to Alderholt Parish Council, including but not limited to the following: councillors; consultants; volunteers; contractors; and visitors

### **Policy Statement**

Alderholt Parish Council believes that everyone, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Alderholt Parish Council will not tolerate abuse and exploitation by staff or associated personnel.

This policy will address the following areas of safeguarding as appropriate: child safeguarding, adult safeguarding, and protection from sexual exploitation and abuse.

These key areas of safeguarding may have different policies and procedures associated with them

Alderholt Parish Council commits to addressing safeguarding throughout its work, through the three pillars of prevention, reporting and response.

## **Prevention**

Alderholt Parish Council responsibilities

Alderholt Parish Council will:

- Ensure all staff have access to, are familiar with, and know their responsibilities within this policy
- Design and undertake all its activities in a way that protects people from any risk of harm that may arise from their coming into contact with Alderholt Parish Council. This includes the way in which information about individuals in our activities is gathered and communicated
- Implement safeguarding procedures when recruiting, managing and deploying staff and associated personnel
- Ensure staff receive training on safeguarding at a level commensurate with their role in the organisation
- Follow up on reports of safeguarding concerns promptly and according to due process

## **Staff and volunteer responsibilities**

Child safeguarding

Alderholt Parish Council staff and associated personnel must not:

- Engage in sexual activity with anyone under the age of 18
- Sexually abuse or exploit children
- Subject a child to physical, emotional or psychological abuse, or neglect
- Engage in any commercially exploitative activities with children including child labour or trafficking

Adult safeguarding

Alderholt Parish Council staff and associated personnel must not:

- Sexually abuse or exploit at risk adults
- Subject an at risk adult to physical, emotional or psychological abuse, neglect or financial abuse

## **Protection from sexual exploitation and abuse**

Alderholt Parish Council staff and associated personnel must not:

- Exchange money, employment, goods or services for sexual activity. This includes any exchange of assistance that is due to beneficiaries of assistance

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Adopted 28/08/21 PC Min 92/21

- Engage in any sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics

Additionally, Alderholt Parish Council staff and associated personnel are obliged to:

- Contribute to creating and maintaining an environment that prevents safeguarding violations and promotes the implementation of the Safeguarding Policy
- Report any concerns or suspicions regarding safeguarding violations by an Alderholt Parish Council staff member or associated personnel to the appropriate staff member

## **Enabling reports**

Alderholt Parish Council will ensure that safe, appropriate, accessible means of reporting safeguarding concerns are made available to staff and the communities we work with.

Any concerns or complaints raised will be handled confidentially.

Alderholt Parish Council will accept complaints from internal sources and external sources such as members of the public, partners and official bodies.

## **How to report a safeguarding concern**

Anyone who has a complaint or concern relating to safeguarding should report it immediately to the Parish Council Clerk who is the named Safeguarding Officer. Contact details are as follows:

Ms Lee Ellis

Telephone: 01425 657587

Email: [clerk@alderholtparishcouncil.gov.uk](mailto:clerk@alderholtparishcouncil.gov.uk)

If the individual does not feel comfortable reporting to the Clerk (for example if they feel that the report will not be taken seriously, or if that person is implicated in the concern) they may report to the Chair of the Parish Council. If it is not possible to report concerns to either of these people, then the individual should seek the advice of either

Dorset Safeguarding Adults Board on 01305 221016 or [DSAB@dorsetcouncil.gov.uk](mailto:DSAB@dorsetcouncil.gov.uk)

Pan-Dorset Safeguarding Children Partnership on 01305 221196 or [pan-dorsetscp@dorsetcouncil.gov.uk](mailto:pan-dorsetscp@dorsetcouncil.gov.uk)

## **Response**

Alderholt Parish Council will follow up safeguarding reports and concerns according to legal and statutory obligations, following the advice of Dorset Council's Safeguarding teams.

Alderholt Parish Council will apply appropriate disciplinary measures to staff and associated personnel found in breach of policy.

Alderholt Parish Council will cooperate fully with the statutory agencies in every situation and will not conduct its own investigations.

## **Confidentiality**

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It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management should be shared on a need to know basis only and should always be kept secure.

Date	Min No	Action
23/08/21	PC 92/21	Adopted