

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, Faringdon, Oxfordshire, SN7 7HL

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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



## **Child Protection and Safeguarding Policy**

In the interests of child protection and the welfare and protection of vulnerable adults, Faringdon Town Council is committed to ensuring that children and vulnerable adults are protected and kept safe from harm whilst they are engaged in any activity associated with the Town Council. This policy works in conjunction with our Youth Services Child Protection and Safeguarding policy and is designed to keep our more general activity safe and will be shared with all staff, volunteers and Councillors.

### **Policy Objective:**

- To ensure that where possible all facilities and activities offered by the Town Council are designed and maintained to limit risk to children and vulnerable adults.
- To promote the general welfare, health and development of children by being aware of child protection issues and to be able to respond where appropriate as a local government organisation.
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.
- This policy covers all services / events where Faringdon Town Council does not directly provide care or supervision services to children and vulnerable adults. For these events (namely anything not run by our Youth Services) it expects all children and vulnerable adults using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

### **Aims**

The aim of this policy document is to guide members of Faringdon Town Council should any child protection issue or any issues with vulnerable adults arise during their work.

### **Responsibilities & Procedures**

A Safeguarding Officer will be appointed from within the Council and in his/her role will alongside the Town Clerk / Deputy Town Clerk will:

- Ensure that before any Town Council organised event with children or vulnerable persons, they as the appointed Safeguarding Officer, brief all participants appropriately
- Ensure that Members are aware of the risk they may face in certain circumstances whilst carrying out their duties
- Ensure that whilst Council members are unlikely to be involved with children during the performance of their duties, they are mindful of the risk(s) they face
- Ensure that before any volunteers or paid members of staff are recruited to work with children and vulnerable persons, they are interviewed and two written references taken up.
- To ensure that DBS checks are carried out on staff who work on services / events where they might come into contact with children and vulnerable adults. Decisions on whether any person should be DBS\* checked will be made by the Safeguarding Officer and the Town Clerk
- To ensure all new Staff, Councillors and Volunteers are to be provided with a copy of the Safeguarding Policy and are required to acknowledge (by signature) they will abide by it.

In the event of a contractor, working directly for the Town 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 Safeguarding Policy and an appropriate risk assessment will be put in place by the Town Clerk / Deputy Town Clerk.

### **What to do with any concerns**

**If a member of staff has a safeguarding concern and judges it to be an emergency or life-threatening situation, they should call 999.** Otherwise, the concern must be reported to the Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the full Youth Service's Policy. This will mean the appropriate recording and reporting as laid out in the full policy.

If a member of the public reports a safeguarding concern to a member of Town Council staff the member of the public should be advised to call 999 if the situation is considered an emergency or to be life threatening, **or else call the Oxfordshire Safeguarding Adults Board Safeguarding Triage Team on 01865 328232.** The member of Staff should report the interaction to the Town Council Safeguarding Officer.

Adopted 4<sup>th</sup> October 2017

# **SAFEGUARDING CONCERN?**



**REPORT TO  
OXFORDSHIRE COUNTY COUNCIL  
0345 050 7666**

**OUT OF HOURS CALL  
0800 833408**

**In an emergency situation call 999**

**Faringdon Town Council Safeguarding Lead  
is Cllr. Bethia Thomas  
01367240281  
07906 821680**