

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

SAFEGUARDING POLICY CHILD AND VULNERABLE ADULTS PROTECTIONS

Name of organisation: South Kelsey and Moortown Parish Council

Purpose of organisation: To serve the community as the first level of local government
Date policy approved and adopted: 3 July 2023

Date of review: 7 May 2024 (AMPC)

Date of next review: May 2025 (AMPC)

Policy Statement on SAFEGUARDING CHILDREN

The term Children or Young Person is used to refer to anyone under the age of 18 years.

All children have a right to protection from abuse and South Kelsey and Moortown Parish Council takes seriously its responsibility to protect and safeguard the welfare of children and young people.

We will:

- Respond swiftly and appropriately to all suspicions or allegations of abuse and provide parents and children with the opportunity to voice their concerns.
- Have a system for dealing with concerns about possible abuse.
- Maintain good links with statutory child care authorities.

The Policy

South Kelsey and Moortown Parish Council recognises that many children and young people today are the victims of neglect and physical, sexual and emotional abuse. Accordingly, South Kelsey and Moortown Parish Council has adopted the following policy guidelines. The policy sets out agreed guidelines relating to responding to allegations of abuse, including those made against staff and volunteers. South Kelsey and Moortown Parish Council recognises the need to build constructive links with the local child care agencies.

These guidelines have been prepared in accordance with the Lincolnshire Child Protection Procedures. Which will be kept under review and be supported by appropriate training. The policy applies to all staff and volunteers who act on behalf of South Kelsey and Moortown Parish Council and who come directly into contact with children. Every individual has a responsibility to inform the designated person in respect of child protection of concerns relating to safeguarding children. The designated person must decide if the concerns should be communicated to Children and Family Services or the Police.

South Kelsey and Moortown Parish Council will adopt the LSCB Principles outlined in Appendix 1.

Definitions of abuse (taken from hm govt working together 2013)

PHYSICAL ABUSE: Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institution or community setting; by those known to them, or more rarely by a stranger. Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

EMOTIONAL ABUSE: Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

SEXUAL ABUSE: Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

NEGLECT: Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food; clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

What you should do if you suspect abuse

1. You must report concerns as soon as possible to Tina Wiles at the Parish Council, phone number 07387 161388, who is nominated by South Kelsey and Moortown Parish Council to act on their behalf in referring allegations of suspicions of neglect or abuse to the statutory authorities.

If it is an emergency, and the designated person cannot be contacted, then Children and Family Services or the Police should be contacted at the numbers given below: Lincolnshire Children Services, 01522 782111. If it is an emergency situation call 999.

2. If the suspicions relate to the designated person, then Children and Family Services should be contacted.
3. Suspicions should not be discussed with anyone, other than those named above.
4. It is the right of any individual to make direct referrals to the child protection agencies. We would hope that an individual would use this procedure. However, if you feel that the organisation has not responded appropriately to your concerns, it is open to you to contact the child protection agencies direct.

Allegations of physical injury, emotional abuse or neglect

If a child has an injury which may be a non-accidental injury, or symptoms of neglect and a referral is to be made then:

1. The designated person should contact child and family services. If there has been a deliberate injury or where there are concerns about the child's safety the child's parents should not be contacted before first consulting with children and family services.
2. Where emergency medical attention is necessary it should be sought immediately. The designated person should inform the doctor of any suspicion of abuse.
3. If a referral is being made without the parent's knowledge and non-urgent medical treatment is required, Children and Family Services should be informed. Otherwise, speak to the parent/carer and suggest medical attention be sought for the child.
4. If appropriate the parent/carer should be encouraged to seek help from the Children and Family Services Department prior to a referral being made. If they fail to do so in situations of real concern the designated person will contact children and family services directly for advice.

Allegations of sexual abuse

In the event of allegations of sexual abuse, the designated person will:

1. Contact the Children Services or Police Child Protection Team directly. The designated person will not speak to the parents.
2. Under no circumstances should the designated person, or any other member of the organisation, attempt to carry out any investigation into the allegations or suspicions of sexual abuse. The role of the designated person is to collect the exact details of the allegations or suspicion and to provide this information to the child protection agencies that will investigate the matter under the Children Act 1989.

What to do once a child has talked to you about abuse

1. Make a note immediately of what the child has said, writing down exactly what the child has said, write down what you said in reply, when they said it and what was happening immediately beforehand. Record dates and times of the events and when the record was made. Keep all notes secure.

2. Report your discussion as soon as possible to the designated person.
3. Once a child has talked about abuse the designated person must consider if it is safe for a child to return home to a potentially abusive situation. On a rare occasion it might be necessary to take immediate action to contact children and family services and/or the police to discuss putting into effect safety measures for the child so that they do not return home.
4. You may include details of where and how child protection concerns will be recorded and stored.
5. Allegations against staff or volunteers will be investigated following local procedures. Where there are concerns that a child has been put in danger of abuse, or has suffered abuse owing to the actions of a member of staff or volunteer the Local Authority Designated Officer or the police will be contacted. Details of any allegation which has not resulted in a referral will be kept securely in the same way as described in 4 above.
6. Add additional policies/procedures, e.g. recruitment of staff.

Maintenance of records

South Kelsey and Moortown Parish Council will ensure that documents are stored and destroyed in line with the Parish Councils Data Retention Policy.

How we ensure safe staff/volunteers

We will identify that there is a position for work and a job description will be produced and we will advertise the position.

We will follow Safer Recruitment principles and procedures. And we will take up references and ensure that we speak to the referees to confirm details.

We will undertake relevant Checks with the Disclosure and Barring Service and follow up any information pertaining to the person and their check. www.homeoffice.gov.uk/DBS.

We will undertake an induction, supply supervision and relevant training.

We will ensure understanding of all the organisations policies and procedures (not only the safeguarding policy); to support good, safe practice.

E safeguarding and acceptable use policy for electronic equipment

The only electronic equipment owned the Parish Council is the lap top computer allocated too the Parish Clerk solely for use for Parish Council Business. Access to the laptop is secured by password. Any data held will be done so following the Parish Councils Information Security

Procedure and Data Retention Policy

We will work in the best interests of children and young people.

Children and young people will be listened to and we will hear what they have to say.

We will support children and families at the earliest opportunity appropriate with meeting their needs.

We will respect the individuality of each child, young person and their family.

We will assess children, young people and families 'needs using the agreed assessment processes, and we will undertake these assessments in partnership with children and their families.

Professionals will collaborate with each other and work in partnership with children, young people and their families to deliver support.

We will work to improve outcomes for children and young people.

We will record and share information appropriately with children and families so that they receive consistent responses from professionals from all agencies.

We will be open to learning and be willing to develop responding to best evidence and best practice.

We will work in an open and honest manner with children, young people and their families and each other.

VULNERABLE/AT RISK ADULTS:

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

Abuse is a misuse of power and control that one person has over another.

Where someone is dependent on another, there is the possibility of abuse or neglect unless enough safeguards are put in place. Abuse can fall into the following categories:

Physical -This includes assault, hitting, slapping, pushing, giving the wrong (or no) medication, restraining someone or only letting them do certain things at certain times.

Domestic - This includes psychological, physical, sexual, financial or emotional abuse. It also covers so-called 'honour 'based violence.

Sexual - This includes rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, taking sexual photographs, making someone look at pornography or watch sexual acts, sexual assault or sexual acts the adult didn't consent to or was pressured into consenting.

Psychological - This includes emotional abuse, threats of harm or abandonment, depriving someone of contact with someone else, humiliation, blaming, controlling, intimidation, putting pressure on someone to do something, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or support networks.

Financial or material - This includes theft, fraud, internet scamming, putting pressure on someone about their financial arrangements (including wills, property, inheritance or financial transactions) or the misuse or stealing of property, possessions or benefits.

Modern slavery - This covers slavery (including domestic slavery), human trafficking and forced labour. Traffickers and slave masters use whatever they can to pressurise, deceive and force individuals into a life of abuse and inhumane treatment.

Organisational - This includes neglect and poor care in an institution or care setting such as a hospital or care home, or if an organisation provides care in someone's home. The abuse can be a one-off incident or repeated, on-going ill treatment. The abuse can be through neglect or poor professional practice, which might be because of structure, policies, processes and practices within an organisation.

Self-neglect - This covers a wide range of behaviour which shows that someone isn't caring for their own personal hygiene, health or surroundings. It includes behaviour such as hoarding.

The procedure for reporting adults at risk will follow the same South Kelsey and Moortown policy as for risk to children in gathering information and contacting the relevant agency.

Contact Lincolnshire County Council Adult services on 01522 782155 or in an emergency 999

ADOPTED: 3 JULY 2023

DATE OF REVIEW: MAY 2025