

# **Litcham Parish Council**

## **Safeguarding Policy for Community Car Scheme**

### **Introduction**

In the interests of child protection and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring that children and adults with care and support needs are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council.

### **Policy Objective:**

- To ensure that, where possible, all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and adults with care and support needs.
- 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.
- As the Parish Council does not directly provide care or supervision services to children and adults with care and support needs, it expects all children and adults with care and support needs 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 the Parish Council should any child protection issue or any issues with adults with care and support needs arise during their work.

### **Responsibilities & Procedures**

The Clerk and Chairman have been designated as Safeguarding Officers and the responsibilities will include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or adults with care and support needs
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties
- Highlighting to all new councillors the existence of the Safeguarding Policy and where it can be found
- Keep records in an incident book of any allegations made

If there is a child abuse incident it should be reported to one of the Safeguarding Officers who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures and also referred to the Council for further action as appropriate and future risk assessment

In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where children or adults with care and support needs may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

## **Declaration**

Litcham Parish Council is fully committed to safeguarding the well-being of children and adults with care and support needs by protecting them from physical, sexual and emotional harm and neglect. All members of Litcham Parish Council should be proactive in providing a safe environment for children and adults with care and support needs who are involved in Parish Council activities.

## **Regulated Activity**

Regulated Activity Regulated activity covers any employee (paid or volunteer) working closely with children and vulnerable adults on a frequent or intensive basis. It includes the following areas: Care or supervision of children or vulnerable adults Driving a vehicle that is being used to transport children or vulnerable adults It is a criminal offence for an employer to allow a barred person, or a person who is not yet registered with the ISA to work for any length of time in any regulated activity.

It is also an offence for an employer to employ an individual in a regulated activity if they fail to check that person's status. If a person fails, the vetting and barring process they must not take part in any regulated activities. If an individual is employed (paid or volunteer) to take part in a regulated activity they must be registered with the ISA

If an individual is employed (paid or volunteer) to take part in a regulated activity they must be registered with the ISA. It is a criminal offence for an individual who is barred to take part in a regulated activity for any length of time. Controlled Activity This covers a special category of work, referred to as a controlled activity. Employers will be able to employ someone barred from regulated activity to carry out controlled activity (provided the organisation puts in place the necessary safeguards). It is an offence for an employer to employ an individual in a controlled activity if they fail to check that person's status. Controlled activities include: Frequent or intensive support work in general health settings, the NHS and further education settings People working for specified organisations with frequent access to sensitive records about children and vulnerable adults Support work in adult social care setting Important

## **Safeguarding Officers**

Clerk:

Name  
Address

Telephone number

Email address  
Adopted:  
Review Date:

Chairman:

Name  
Address

Telephone number

Email address

