

CULLOMPTON TOWN COUNCIL



CHILD PROTECTION AND SAFEGUARDING POLICY STATEMENT

Adopted October 2014
Reviewed March 2015
Reviewed October 2017

CHILD PROTECTION POLICY STATEMENT ADOPTED (October 2014)

Cullompton Town Council is fully committed to safeguarding the welfare of all children and young people. It recognises its responsibility to take all reasonable steps to promote safe practice and to protect children from harm, abuse and exploitation.

Paid staff and volunteers will endeavour to work together to provide a safe and welcoming environment to encourage the development of an ethos which embraces difference and diversity and respects the rights of children, young people, and adults.

CULLOMPTON TOWN COUNCIL WILL:

- ensure that all workers understand their legal and moral obligations to protect children and young people from harm, abuse and exploitation;
- develop best practice in relation to the recruitment of all workers including DBS checks, and rechecks every three years [Note: There is no defined expiry date for DBS checks and organisations are free to establish when additional requests to the DBS are made. However, most organisations conduct DBS checks every three years];
- ensure that all workers understand their responsibility to work to the standards and procedures detailed in the organisation's Code of Conduct, Code of Good Practice and the Child Protection Procedures [Question: Do any of these documents exist?];
- ensure that all workers understand their obligations to report care or protection concerns about a child/young person, or a worker's conduct towards a child/young person, to the organisation's designated person for child protection (the Town Clerk);
- ensure that all procedures relating to the conduct of workers are implemented in a consistent and equitable manner;
- ensure that the designated person is appropriately trained and understands his/her responsibility to refer any child protection concerns to the statutory child protection agencies (i.e. Police, Multi Agency Support Hub (MASH) and/or Devon County Council Social Services);

- provide opportunities for all workers to develop their skills and knowledge particularly in relation to the care and protection of children and young people annually;
- ensure that children and young people are enabled to express their ideas and views on a wide range of issues and will have access to the organisation's Complaints Procedure;
- ensure that parents/carers are encouraged to be involved in the work of the organisation and, when requested, have access to all guidelines and procedures;
- Endeavour to keep up-to-date with national developments relating to the care and protection of children and young people.

USEFUL LINKS AND INFORMATION:

MASH – Multi Agency Safeguarding Hub.

All enquiries regarding Child Protection Concerns will be made to the MASH who will provide help and advice on whom to contact and, if necessary, take direct action:

Tel No: 0345 155 1071

E mail: mashsecure@devon.gcsx.gov.uk

FAX No: 01392 448 951

Enquiry forms are available from www.devon.gov.uk/mash-enquiryform.doc

If you are unsure of your enquiry and you wish to have a consultation with a qualified Social Worker the numbers to phone are: 01392 388361/362/363.

Out of hours: 5pm -9am and at weekends and public holidays, please contact Emergency Duty Service 0845 6000 388 (low-rate call).

Police Central Referral Unit: 0845 605 116.

Devon Safeguarding Children Board www.dscb.info/

South West Child Protection Procedures www.swcpp.org.uk

Devon Learning and Development Partnership www.devonldp.org

Child Exploitation and Online Protection Agency www.ceop.org.uk and www.thinkuknow.co.uk

DSCB Office: Christina Ashforth 01392 386067.

For further guidance please see HM Government – What to do if you're worried that a child is being abused.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/281231/DFES-04319-2006-ChildAbuse_Summary.pdf

CULLOMPTON TOWN COUNCIL SAFEGUARDING RESPONSIBILITIES

SAFEGUARDING SUPERVISOR AND DESIGNATED CHILD PROTECTION OFFICER – TOWN CLERK

The Safeguarding Supervisor will:

- Remain abreast of current Child Protection and Safeguarding best practice.
- Supervise other members of staff who have Child Protection and Safeguarding responsibilities to ensure procedures are being conducted correctly and that they have a sufficient emotional release following a disclosure.
- Make referrals to external agencies where appropriate.
- Act as the council's central point of contact for all matters relating to Child Protection and Safeguarding.

Appendix 1

Definition of terms within the policy

1. **CONTACT**

A contact is a young person with whom the youth worker or the team is involved.

2. **WORKER**

A worker is a member of the youth work team with whom confidences can be shared.

1. **TEAM**

The team may consist of volunteers, part-time staff and the full-time Tutor with a responsibility for the delivery and support of youth work. Not all confidential information needs to be shared with all the team on every occasion. Information should only be shared if relevant to each other's work. The team should however be defined (large centres may have several) as it is the largest context in which the confidence will be shared.

4. **REPRESENTATIVE**

A representative is a person holding written proof that the contact he or she claims to represent has given explicit permission allowing access to that contact's record. Such proof must be seen by the worker concerned before any record can be disclosed, and will consist of:

- (i) proof of the representative's identity;
- (ii) proof of the contact's identify in the form of a verifiable signature;
- (iii) the contact's signed and explicit permission to disclose his/her record to that representative.

5. **RECORD**

A record means any form of information or material relating to a contact which is preserved in writing, on tape, photograph or photocopy. A distinction is drawn between records which refer to specific contacts and those which cannot be used to identify individuals.

6. **DISCLOSURE**

This means breaking confidentiality to another individual, or organisation or agency.