

# **Sampford Courtenay Parish Council Safeguarding Children Policy**

Sampford Courtenay Parish Council takes its responsibility to ensure the safety and promote the welfare of the children that use the play equipment and the village green very seriously.

This is in line with the procedures laid out by the Local Safeguarding Children Board (LSCB). If there are any causes for concern they must be reported to the relevant bodies following the LSCB procedures.

Everyone has a duty to protect children, young people and vulnerable adults. This policy outlines practices that will promote the safety of the aforementioned using the village green.

This policy will be reviewed by the parish council regularly and incorporates health and safety to prevent physical harm when using Council Equipment.

In order to promote a safe environment for children SCPC wishes to promote a safeguarding culture in its activity areas. In order to achieve this SCPC will

- ~ provide safe facilities and undertake regular safety assessments
- ~ ensure that councillors are aware of the safeguarding expectations and provide up to date training where necessary
- ~ make available on public notices and to councillors details of the following

1. Multi-Agency Safeguarding Hub (MASH)
2. The Local Authority Designated Officer (LADO)
3. The Social Care Emergency Duty Team
4. The NSPCC
5. The police

Councillors have a duty to protect young children, but are not responsible for deciding whether abuse is taking place. Nor do they have a responsibility to investigate situations themselves.

If they have concerns these should be directed to the Local Social Care Duty Team, the MASH or the police.

Councillors need to be aware that abuse falls into 4 main categories.

1. Physical
2. Emotional
3. Sexual
4. Neglect

A child could be suffering from one or a mixture of these.

Councillors should be aware that there are also other forms of abuse, such as Child Sexual Exploitation (CSE), trafficking and FGM for example.

Where an allegation of abuse is made, the need to protect the child must come first and Social Services must be contacted.

- ~ listen to the child and reassure them that they have done nothing wrong in reporting the event
- ~ show that you have heard what they are saying, understood and that you take their allegations seriously
- ~ encourage the child to talk, listen carefully and allow the child to finish
- ~ do not prompt them or ask them leading questions
- ~ do not interrupt when the child is recalling the event and do not make the child repeat their account
- ~ remain calm and caring and explain to the child what actions you must take in a way that is appropriate to the age and understanding of the child

- ~ inform the child that you cannot promise not to share this information, but that everything you do will be in the interests of their safety
- ~ do not examine the child

In all circumstances you must

- ~ record what you have been told using the child's exact words as far as is possible
- ~ make a note of the date, time, place and people who were present at the discussion
- ~ record the child's full name, age and address
- ~ record any action taken such as speaking to the child's parents/carers
- ~ follow up your phone call to social services with a letter within 48 hours
- ~ all contact with the social services duty team must be recorded

All documentation including records of concern and MASH enquiries must be kept securely.

### **Allegations against councillors-**

All councillors should take care not to place themselves in a vulnerable position with a child.

The parish council should follow the LSCB procedures for managing allegations against themselves, a copy of which can be found on the LSCB website.

No attempt should be made to investigate or act on any allegation before consultation with the LADO.

A copy of this policy should be available to each member of the parish council and published on the Parish website.

Anyone wishing to obtain a copy of this policy should contact the parish clerk Malcolm Harris [clerkscpc@gmail.com](mailto:clerkscpc@gmail.com) 07732 174071

See Appendix A for a copy of the Councils Safeguarding recommended actions and information

Anyone wishing to obtain a copy of this policy should contact the parish clerk.

This policy will be reviewed regularly.

This policy is approved in accordance with the requirements of Sampford Courtenay Parish Council.

Date Policy adopted June 2015

Date Policy Reviewed : 4th September 2024

Next review date : May 2027

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## APPENDIX A

The play area on the Village Green is open to the public and is unsupervised. It is therefore recommended that **young children be accompanied by an adult and that older children inform their parent/carer as to their whereabouts when using the facilities.**

The Village Green is enclosed on 4 sides and there are gates to the road. For the safety of children **dog owners are prohibited from exercising their dogs on the Village Green** and a notice informing them of this is displayed on both gates to the green.

### Action Points

**If there is an immediate risk of INJURY, abuse or neglect - Contact Emergency Services dialling 999**

**Grid reference for the Village Green is SS632 012 What 3 words is ///quicksand.insurance.shaver**

**Post code of the properties to the west of the green is EX20 2SZ.**

There is a defibrillator in the old phone box in the Square what 3 words ///jubilant.sediment.aware

### Allegation of Abuse

Where an allegation of abuse is made, the need to protect the child must come first and Social Services must be contacted. In all circumstances you must:-

- Record what you have been told using the child's exact words as far as is possible
- Make a note of the date, time, place and people who were present at the discussion
- Record the child's full name, age and address
- Record any action taken such as speaking to the child's parents/carers
- Follow up your phone call to social services with a letter within 48 hours
- All contact with social services duty team must be recorded. All documentation including records of concern and MASH enquiries must be kept securely.

### Telephone Numbers

**Deborah Taylor-Morris – local Safe guarding Children Protection Officer – 01837 82743**

Devon Safeguarding Children Partnership **0345 1551071** or via online referral [DCC MASH](#)

Devon Childrens Social Care ( Children and Young People's Services) - **03451551071** or email **mashsecure@devon.gov.uk**

Social Care Emergency Duty Team - **0345 6000 388**

LADO (Local Authority Designated Officers) – **01392 384964**