



ALCESTER TOWN COUNCIL

SAFEGUARDING POLICY

Introduction

Alcester Town Council recognises its responsibilities for the safeguarding of all children and young people under the age 18 and vulnerable adults over the age of 18 who may be unable to take care of himself or herself, or unable to protect himself or herself against significant harm or exploitation, regardless of gender, ethnicity or ability.

The Town Council recognises its responsibility to take all reasonable steps to promote safe practice and to protect children and vulnerable adults from harm, abuse and exploitation.

All people have the right to be safe from harm and must be able to live free from fear of abuse, neglect and exploitation and to that end the Town Council adopts this policy that applies to, and must be followed, by all Town Councillors, staff, employees and volunteers (referred to as representatives of the Town Council).

The following principles are those upon which this Safeguarding Policy is based:

- The welfare of a child, young person and a vulnerable adult will always be paramount
- The welfare of families, the vulnerable and the elderly will be promoted
- The rights, wishes and feelings of children, young people and their families and vulnerable adults will be respected and listened to
- Those people in positions of responsibility within the Town Council will work in accordance with the interests of those safeguarded and follow the policy outlined below

This document is written in accordance with the 'Working Together to Safeguard Children' produced by the Department of Education in 2018 and The Care Act 2014.

Policy Statement

Prevention and Reporting of Abuse and Responding to Concern

It is the duty of every representative of the Town Council, whether that representative be a Councillor, staff, employee or volunteer, to prevent the physical, sexual or emotional abuse, neglect or exploitation of children, young people and vulnerable adults. It is the duty of all to respond to concerns about the wellbeing of children, young people and vulnerable adults and to report any

abuse disclosed, discovered or suspected. The Town Council will fully co-operate with any statutory investigation into any suspected abuse linked to the activity or facility of the Town Council or Council representatives.

Safe Recruitment, Support and Supervision of Workers

The Town Council will exercise proper care in the selection and appointment of those working with children, young people and vulnerable adults, whether paid or voluntary. The Town Clerk will arrange for the appropriate level of Disclosure and Barring Service (DBS) checks for those working with children, young people and vulnerable adults. Council representatives routinely working with children, young people or vulnerable adults will be provided with appropriate training, support and supervision to promote the safeguarding of those deemed to be at risk.

Safe Practice and Safe Premises

The Town Council is committed to providing a safe environment for activities with children, young people and vulnerable adults and will adopt ways of working with them that promote their safety and wellbeing.

The Terms and Conditions of hire of the Eric Payne Community Centre include Safeguarding provisions relating to the hire of the Centre.

Responsible People

The Town Council has appointed the Town Clerk and the incumbent Mayor as the Designated Persons for Safeguarding. In addition, the Youth Club Leader is a Designated Person in respect of the Depot Youth Club.

The Designated Persons for Safeguarding will oversee and monitor implementation of this policy and any resultant procedures on behalf of the Town Council. In particular, the Designated Persons for Safeguarding will:

- Undertake appropriate Safeguarding training;
- Advise the Town Council on any matters related to the safeguarding of children, young people and vulnerable adults; and
- Take the appropriate action when abuse is disclosed, discovered or suspected.

Policy and Procedures

Each representative of the Town Council working with children, young people or vulnerable adults, whether paid or voluntary, will be given a copy of this policy and resultant procedures and will be required to follow them.

A full copy of this policy and any resultant procedures will be made available on request to any member of the local community.

This policy and any resultant procedures will be monitored and reviewed at least annually.

Approved by Full Council – 4th July 2023

Reviewed by F & GP Committee – 26th August 2025 – no amendments required.

Due for review – August 2027