

WOLFHAMPCOTE PARISH COUNCIL (WPC) - SAFEGUARDING POLICY

Document Control Document Title	Wolfhampcote Parish Council (WPC) – Safeguarding Policy
Distribution	For use by persons using WPC facilities and community events.
Policy Owner	Wolfhampcote Parish Council
Ratified	At WPC meeting on 17.07.2026
Next Review Date	July 2027
Review Cycle	Annually, but also following significant changes in national specific legislation and guidance.

INTRODUCTION:

Everyone has a duty to safeguard children, young people and vulnerable adults. This policy promotes good practice in safeguarding for those using Parish Council facilities and attending Parish Council events.

DEFINITIONS:

Children and young people:

Anyone under the age of 18 years.

Vulnerable Adult:

Anyone over 18 who is:

- Unable to care for themselves.
- Unable to protect themselves from significant harm or exploitation.
- Or may need community care services.

TO WHOM THIS POLICY APPLIES:

This policy applies to anyone working for or on behalf of the Parish Council whether in a paid, voluntary or commissioned capacity.

It also applies to any individual hiring, leasing or using the Parish Council facilities for the purpose of delivering any service to children, young people or vulnerable adults.

PROMOTING A SAFE ENVIRONMENT:

In order to promote a safe environment for children, young people and vulnerable adults, the Parish Council will expect:

- Ensure that employees, Councillors and leaders of activities in the parish or in/on parish facilities, are aware of the safeguarding expectations.
- Display on Parish Council notice boards in the village & in the Village Hall the relevant safeguarding contacts for advice and help. A copy to be made

available on the Parish Council website. Appendix A.

- A record will be kept securely of any incidents, concerns or referrals.

EXPECTATIONS OF BEHAVIOUR:

All users of Parish Council facilities, organisers of parish events and volunteers should:

- Ensure that communications, behaviour and interaction is appropriate and professional.
- Treat each other with respect and show consideration for other groups using the Parish Council facilities.
- Refrain from any behaviour that involves racism, sexism, homophobia, and bullying and in addition, report any instances of such behaviour to the Chair of the Parish Council, Parish Clerk or parents/carers, as appropriate.

HIRING / USING OF FACILITIES TO GROUPS FOR EXPRESSIVE USE WITH CHILDREN, YOUNG PEOPLE OR VULNERABLE ADULTS:

The Parish Council will require the hirer to:

- Have a suitable safeguarding policy and/or agree to work to the Parish Council's policy and relevant guidance.
- Ensure leaders make their members aware of the Parish Council Policy and ensure that it is followed whilst using parish facilities.
- If a commercial activity, ensure leaders have valid DBS checks as required for any regulated activities.
 - Ensure leaders know where the first aid boxes are and how to summon help from the Emergency Services.
- Do risk assessments for individual activities if appropriate and not covered by existing assessments.

LOST CHILDREN:

- A lost child found during a community event will be placed with two responsible adults, preferably one who has a current DBS.
- A search of the immediate area will be organised and supervised by the named event lead and if unsuccessful the Police will be called.
- Evidence of authority will be required before any child is handed over to an adult.
- A record will be completed of all times and actions.

WHAT SHOULD BE A CAUSE FOR CONCERN:

Staff and Volunteers should be concerned by any behaviour, action or inaction, which significantly harms the physical and/or emotional development of a child or a vulnerable adult. A child or vulnerable adult may be abused by parents, other relatives or carers, professionals and their peers, and abuse can occur in any family OR in any other area of society, regardless of social class, wealth or geographical location.

Abuse falls into five main categories:

1. Physical Abuse
2. Emotional Abuse
3. Sexual Abuse
4. Neglect
5. Financial Abuse

However there is a need to have an awareness that there are many other forms of abuse, such as Child Exploitation (Sexual Abuse and/or County Lines), Female Genital Mutilation, trafficking and Domestic Abuse.

Everyone has a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. If there are concerns, these should be passed on to the Local Social Care department or the Police.

ALLEGATIONS AGAINST COUNCILLORS, STAFF AND VOLUNTEERS:

All Parish Councillors, staff and volunteers should be aware of their duty to raise concerns about the attitude or inappropriate actions of colleagues in regards to child or adult abuse and appropriate advice should be sought from the LADO or Local Safeguarding Team as to how to handle such allegations.

The Parish Council must not make a judgement on whether the allegations have merit for further investigation, this decision must be for the LADO team.

The Parish Council confirm this safeguarding policy will be updated as and when such legislative/best practice changes take place or at least annually.

Signed (WPC Chair):

Date: 16.07.26

Appendix A: Who to contact if concerned about abuse of a child, young person or vulnerable adult.

Contact	Email	Telephone
Children and Families Front Door (significant harm/risk to children)	triagehub@warwickshire.gov.uk	01926 414144
Safeguarding adults		01926 412080
Police	Warwickshire police website	101 if emergency 999
LADO (Managing allegations against persons in position of trust)	lado@warwickshire.gov.uk	01926 742689

Local Safeguarding Partnership Safeguarding Procedures:

<https://www.safeguardingwarwickshire.co.uk/safeguarding-adults/i-work-with-adults/policy-and-procedures>

<https://www.safeguardingwarwickshire.co.uk/safeguarding-children>