Collingbourne Kingston
Parish Council

SAFEGUARDING POLICY

19/11/2025-VC-SP-01

SAFEGUARDING POLICY

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Note:

This is the controlled version of the Sickness Absence document which is intended to be viewed on the Collingbourne Kingston Parish Council website (**www.collingbournekingston.org.uk**).

For further details or information concerning this document please contact the Parish Clerk on clerk@collingbournekingston.org.uk

SAFEGUARDING POLICY

INTRODUCTION

COLLINGBOURNE KINGSTON PARISH COUNCIL IS COMMITTED TO THE HEALTH, WELL-BEING AND SAFETY OF ALL CHILDREN, YOUNG PEOPLE UNDER THE AGE OF 18 AND VULNERABLE ADULTS WHO ARE EITHER RESIDENT IN OR VISITING THE VILLAGE.

None of the activities of the Parish Council involves any Councillor coming into contact with children or vulnerable adults. However, all Councillors are asked to remember that it is their responsibility to ensure that:

- Their behaviour is appropriate at all times
- They observe the rules established for the safety and security of young and vulnerable people
- They follow the procedures in the event of suspicion, disclosure or allegation of abuse
- They recognise the position of trust in which they have been placed.

Safeguarding is the action that is taken to promote the welfare of children and to protect them from harm.

Safeguarding means: protecting children from abuse and maltreatment, preventing harm to children's health or development, ensuring children grow up with safe provision of safe and effective care-NSPCC

The Safeguarding regulation is set out in the The Childrens Act (1989 and 2004)

Abuse comes in several forms but is defined as

- Physical- eg hitting, burning, choking biting
- Sexual- eg forced or persuaded to take part in sexual activities, grooming, trafficking
- Neglect- eg failing to provide adequate food, clothing, shelter
- Emotional- eg seeing or hearing ill treatment of another (in a domestic violence situation)

In the event of their being approached by a member of the public, young person, child, or vulnerable adult on any matter concerning a resident in, or person visiting the village, a Code of Behaviour is detailed below and it is essential that Councillors adhere to it.

CODE OF BEHAVIOUR

- Do put this Code into practice at all times
- Do treat everyone with dignity and respect
- Do set an example you would wish others to follow
- Do treat all people equally

- Listen to the child/YP repeat their words if necessary
- DO NOT Question prompt or lead
- Reassure and support the child/YP
- DO NOT pass judgement on what you are being told
- AFFIRM that the child/YP has done the right thing
- DO not delay in passing on the information
- Record everything as soon as possible whilst it is fresh in your mind
- Do ensure more than one other adult is present at all times when dealing with a young person or vulnerable adult, do not make promises, safeguard yourself
- Do advise young people or vulnerable adult who they can talk to, if asked, about any concerns they may have
- Do make everyone aware of the Parish Council's child and vulnerable adult protection procedures, as outlined in this policy: young people, vulnerable adults, parents and other volunteers
- Do remember someone else might misinterpret your actions, no matter how well-intentioned
- Do Not just rely on your good name to protect you.

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

Any concerns regarding the safety of children or vulnerable adults in the village should be reported immediately to:

The Relevant Authority, more information can be found at:

or if applicable to: The Parish Council:

Telephone – Parish Clerk Philip PALMER 07734-922751 or 01264-850027
email: clerk@collingbournekingston.org.uk

PROCEDURE TO BE FOLLOWED BY A MEMBER OF COLLINGBOURNE KINGSTON PARISH COUNCIL IN THE EVENT OF A CONCERN BEING REPORTED TO THEM

Councillors or the Parish Clerk will report any issues to the relevant authority immediately.

https://www.wiltshire.gov.uk/article/1436/Child-protection

and inform the clerk as below:

Parish Council Safeguarding Lead Contact: Clerk- Philip PALMER 07734-922751 or 01264-850027

Adopted 