



**Bollington**

TOWN COUNCIL

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# **Child Protection and Vulnerable Adults Safeguarding Policy**

This Child Protection and Vulnerable Adults Safeguarding Policy was adopted by the Council at its meeting held on 4<sup>th</sup> April 2023.

This version of the Child Protection and Vulnerable Adults Safeguarding Policy supersedes any previous versions.

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Table 1 Document Version Control

<b>Version</b>	<b>Date</b>	<b>Initials</b>	<b>Comment</b>
00.01_2022	15/12/22	HW	Reviewed former version of policy
01.00_2023	04/04/23	HW	Reviewed by Personnel, Policy & Governance Committee 15/03/23. Adopted by Full Council 04/04/23

Date of next review – Quarter 3 2024

# 1. Policy Statement

Bollington Town Council is committed to ensuring that children and adults with care and support needs are protected and kept safe from harm whilst they are engaged in any activity associated with the Town Council.

## 2. Policy Objective

- To ensure that where possible all facilities and activities offered by the Town Council are designed and maintained to limit risk to children and vulnerable people.
- To promote the general welfare, health and development of children by being aware of child protection issues and to be able to respond where appropriate as a local government organisation.
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.

Where the Council may provide care or supervision services to children or vulnerable adults, it expects that all those using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

## 3. Aims

The aim of this policy document is to guide members of Bollington Town Council should any safeguarding children issue or any issues with vulnerable adults arise during their work.

## 4. Responsibilities & Procedures

The Town Clerk has been designated as Safeguarding Officer and the responsibilities include:

- Ensuring participants are appropriately briefed before any Town Council organised event with children or vulnerable people,
- Ensuring that members are aware of the risk they may face in certain circumstances whilst carrying out their duties,
- Ensuring that where Town Council members are likely to be involved with children during the performance of their duties, they are mindful of the risk they face,
- Ensuring that all Councillors likely to be involved in supervision with children or vulnerable adults during the performance of their own duties are DBS checked,

- Ensuring that volunteers are used appropriately, and those recruited to work specifically with children or vulnerable adults are interviewed and references taken up. DBS checks to be carried out where appropriate.

Decisions on whether any person should be DBS checked will be made by the Council, or the Town Clerk after consultation with the Town Mayor, following a risk assessment.

All new Councillors are to be provided with a copy of this Safeguarding Policy and are required to acknowledge that they will abide by it. Councillors will adhere to the 'List of Recommended Behaviour' namely:

- A minimum of two adults present when supervising children.
- Not to play physical contact games.
- Adults to wear appropriate clothing at all times.
- Ensure that any accidents are recorded in an accident book.
- Never do anything of a personal nature for a young person.
- Keep records in an incident book of any allegations a young person or vulnerable adult may make to any member or volunteer.
- If there is a child abuse incident it should be reported to the Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the Cheshire East Safeguarding Children's Board procedures ([Procedures and guidance \(cescp.org.uk\)](https://www.cescp.org.uk)) and also referred to the Council for further action as appropriate and future risk assessment.
- Sharing information about safeguarding and good practice with partner organisations, councillors, employees, volunteers, parents and carers.
- In the event of a contractor working directly for the Town Council, being deemed to be working in any area where children may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

## 5. Referrals

In the event that there are concerns for a child or a vulnerable adult in which the Council deems that further assistance is needed, the Clerk will make a referral to either of the following for guidance and support:

For children: Cheshire East Safeguarding Children's Partnership  
Tel: 0300 123 5012, <https://www.cescp.org.uk/homepage.aspx>

[CESCP@cheshireeast.gov.uk](mailto:CESCP@cheshireeast.gov.uk)

For adults: Cheshire East Safeguarding Adults Board  
Tel: 01625 374753,

<http://www.stopadultabuse.org.uk/home.aspx>

[LSAB@cheshireeast.gov.uk](mailto:LSAB@cheshireeast.gov.uk)

## **6. Declaration**

Bollington Town Council is fully committed to safeguarding the well-being of children and vulnerable adults by protecting them from physical, sexual, emotional harm and neglect.

All members of Bollington Town Council should read the Safeguarding Policy. Having read the Policy, they should be proactive in providing a safe environment for children and vulnerable people who are involved in Town Council activities.