

Bradford on Avon Town Council



Safeguarding Policy



**BRADFORD
ON AVON**
TOWN COUNCIL

Version Control

Action:	Who:	Date:	Comments:
Draft to Resources Committee	Town Clerk	17.12.19	As a 94-page agenda sent out, members were given more time to consider these policies and discuss them at the next Resources Committee on the 19 th February 2020. This meeting was subsequently cancelled.
Draft to Full Council	Town Clerk	04.02.20	Ask members for their comments by 9 th April 2020 then take to Full Council on the 5 th May 2020 for adoption.
Draft to Full Council	Town Clerk	27.07.20	With changes adopted at Virtual Extraordinary Full Council.

1. Introduction

Bradford on Avon Town Council recognises its responsibilities for the safeguarding of all children and young people under the age of 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.

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, employees and volunteers (referred to as representatives of the Council).

Employees or service providers where appropriate must and town councillors must have an awareness of this policy and should if it is appropriate when carrying out their duties of their office be DBS checked.

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 Health in 2015 and the "Care Act" 2016.

2. Policy Statement

2.1 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, 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 well-being 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 of the Town Council or Council representatives.

2.2 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. 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.

2.3 Safe Behaviour: A Code of Behaviour for Council Representatives

The Town Council will adopt a code of behaviour for all who are appointed to work with children, young people and vulnerable adults so that they are show the respect that tis due to them.

2.4 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 well-being.

2.5 Safe Community

The Town Council is committed to the prevention of bullying and abuse of children, young people and vulnerable adults. The Town Council will, within its scope of activities, ensure that the behaviour of representatives of the Town Council posing a risk to children, young people or vulnerable adults is managed appropriately.

2.6 Responsible People

The Town Council will appoint the Town Clerk and Director of Operations as the Designated Persons for Safeguarding. The Designated Person 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:

- 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.

2.7 Policy and Procedures

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

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

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



Related Documents

- Risk Management Strategy
- Standing orders
- Financial Regulations
- Business Continuity Plan
- Anti-Fraud & Corruption Policy
- Code of Conduct for members