



## LISS PARISH COUNCIL SAFEGUARDING POLICY

### 1. Introduction

- 1.1 This policy outlines the duty and responsibility of Liss Parish Council (“LPC”) in respect to safeguarding for those using LPC facilities, taking part in LPC events and activities, and receiving services provided or commissioned by LPC.
- 1.2 This policy supports LPC’s staff, councillors, contractors, and volunteers in fulfilling their statutory responsibilities in accordance with current legislation around the safeguarding and welfare of its customers and how to report safeguarding concerns if they suspect that a child, young person, or adult may be a victim of significant harm or abuse.

### 2. Scope, Principles and Definitions

- 2.1 Safeguarding is about protecting children, young people and vulnerable adults from abuse or neglect. This also includes those who may be held in slavery or servitude. **Annexe A** contains further guidance on Safeguarding principles and the LPC Modern Day Slavery Statement.
- 2.2 The term *children or young people* is used to refer to anyone under the age of 18 years.
- 2.3 The term *Vulnerable adult* is used to refer to someone over the age of 18 years with care and support needs who are unable to protect themselves from either the risk of, or the experience of, abuse or neglect. They can include people with learning/physical/sensory disabilities, older people, people with mental ill health, and people with drug/alcohol problems.
- 2.4 Whilst key accountability for safeguarding lies with Hampshire County Council (“HCC”), information sharing plays a critical role in the detection and prevention of safeguarding issues, and LPC has a duty to report any such concerns to the relevant authority.

### 3. Responsibilities

- 3.1 Those working for or on behalf of LPC have a responsibility to report incidents or concerns of suspected abuse or neglect according to the arrangements set out in this policy.
- 3.2 LPC will signpost members of the public to the correct authority if they approach LPC with concerns relating to safeguarding.
- 3.3 It is not the responsibility of any Councillor, employee, volunteer, or contracted service provider to determine whether abuse may have or is at risk of taking place.

### 4. Fulfilling the Council’s Safeguarding Obligations

- 4.1 LPC will promote a safeguarding culture to protect children, young people and vulnerable adults and will:
  - 4.1.1 Act appropriately in the best interests of the child, young person, or adult at risk.
  - 4.1.2 Endeavour to keep residents and users of services safe from abuse by reporting suspected abuse and sharing information when appropriate.
  - 4.1.3 Encourage residents and users of services to report suspected abuse.
  - 4.1.4 Work in co-operation with HCC as required under the relevant legislation.
  - 4.1.5 Ensure that all staff, councillors, contractors, and volunteers have an awareness of the Council’s responsibilities and an understanding of the policy.

- 4.1.6 Ensure that all LPC grant funded organisations who work with children, young people and vulnerable adults have appropriate Safeguarding Policies and procedures in place.
- 4.1.7 Display relevant safeguarding contacts for advice and support, drawing on information contained within **Annexe B**, on LPC noticeboards and on the LPC website.

## **5. Expectations of behaviour and safe working practices**

- 5.1 LPC will ensure a safe environment on its premises and activity areas and undertake regular safety assessments of its facilities.
- 5.2 All children and vulnerable adults using its facilities should have the consent and necessary supervision of a parent, carer, or other responsible adult.
- 5.3 All hirers of LPC premises and those organising parish activities or events *on a regular, commercial, or educational basis* which may be attended by children, young people, or vulnerable adults, are to provide an environment where all participants are protected from harm. This will include a requirement to have a suitable Safeguarding Policy in place.
- 5.4 LPC staff, councillors, contractors, and volunteers who have not been subject to a DBS check should not find themselves in situations where they may be alone with children, young person, or vulnerable adults, during their duties.
- 5.5 LPC will ensure that photos or videos where children or vulnerable adults can be identified are not taken at events without written permission from parents/carers.

## **6. Recruitment and training**

- 6.1 All staff/Councillors will be informed of their safeguarding responsibility during the induction process and reminded on an ongoing basis to report any concerns.
- 6.2 Any staff or Councillors who are expected or likely to have direct and unaccompanied contact with children, young people, and vulnerable adults will undergo an enhanced DBS check and must access the appropriate training.

## **7. Procurement, third party service providers, and grant recipients**

- 7.1 Where LPC works with, commissions or grant-funds organisations which encounter children, young people, and vulnerable adults, they will be required to have robust safeguarding arrangements and confirm that they have appropriate DBS checks in place if required.

## **8. Dealing with Safeguarding Issues**

- 8.1 If there is a concern about the welfare of a child, young person, or vulnerable adult, the procedure outlined in **Annexe C** should be followed to inform the relevant authority.
- 8.2 If the person is in immediate danger, the police must be called on 999.

## **9. Allegations against staff, Councillors, contractors or volunteers**

- 9.1 All staff, Councillors, contractors and volunteers should take care not to place themselves in a vulnerable position with a child or vulnerable adult and should be aware of their duty to raise concerns about the attitude or actions of colleagues.
- 9.2 If an allegation is made against a member of staff, Councillor, contractor or volunteer, the person receiving the allegation will immediately inform the Parish Clerk (or if the complaint is against the Parish Clerk, the Chair of LPC).
- 9.3 LPC will follow the procedures for managing allegations against staff, Councillors, contractors or volunteers in accordance with HCC and LPC policies. The Parish Council must not make a judgement

on whether the allegations have merit for further investigation; this decision must be made by HCC Safeguarding Team.

- 9.4 Documents associated with allegations against a member of staff or Councillor will be kept in accordance with the usual LPC Whistleblowing Policy.

## **10. Modern Slavery/Human Trafficking**

- 10.1 The Modern Slavery Act 2015 placed a duty on specified authorities to report and provide notification to the National Crime Agency about any potential victims of modern slavery or trafficking that staff encounter. For further information on modern slavery visit: [Modern slavery - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

## **11. Liss Parish Council Modern Slavery Statement**

- 11.1 LPC understands that modern slavery is real and could be happening in the local community.
- 11.2 LPC is fully committed to the elimination of unlawful trafficking and exploitation of people and aims to safeguard and protect the victims.
- 11.3 LPC opposes slavery and human trafficking and never knowingly conducts business with partners, contractors, supply chain or employers involved in such practice.
- 11.4 Any supplier wishing to conduct business with the Council must fulfil any obligations placed upon them by The Modern-Day Slavery Act, 2015.
- 11.5 Any organisation, corporation, company, employer, or individual who provide services to LPC who is found to knowingly undertake practices of modern-day slavery will have their contract immediately terminated.
- 11.6 LPC will immediately forward any concerns or allegations made to Councillors or Staff regarding modern slavery by using the online reporting system at <https://www.modernslaveryhelpline.org>.

## **12. Review**

- 12.1 This policy will be updated every three years, or as and when such legislative or best practice changes in relation to safeguarding takes place.

*Adopted by Liss Parish Council on 25<sup>th</sup> January 2023*

*To be reviewed in 2026*

## Safeguarding: Further Guidance and Information

**Abuse** is a form of maltreatment that can occur in several forms which are not mutually exclusive, including child sexual exploitation, female genital mutilation, forced marriage, child trafficking, physical abuse, domestic violence, sexual abuse, psychological or emotional abuse, financial or material abuse, modern slavery/human trafficking, discrimination, organisational or institutional abuse, neglect/self-neglect (including self-injury) and acts of omission (ignoring one's medical, emotional, or physical care needs).

For further information:

1. [Report child abuse | Children and Families | Hampshire County Council \(hants.gov.uk\)](#)
2. [Safeguarding adults | Health and social care | Hampshire County Council \(hants.gov.uk\)](#)

**Prevent** is about safeguarding and supporting those vulnerable to radicalisation by stopping them being drawn into terrorism or extremism.

The Counter Terrorism and Security Act of 2015 placed a duty on specified authorities including local councils to have due regard to the need to prevent people from being drawn into terrorism.

For further information: <https://www.hampshirepreventboard.org.uk>

## Safeguarding: Reporting, Advice and Support

We are all responsible for the safety and welfare of children, young people, and adults. There are a range of agencies you can contact if you need advice and support if you suspect that a child, young person, or adult may be a victim of significant harm or abuse.

**In an emergency, or if you suspect you or someone is in immediate danger, phone 999.**

### To report an incidence of abuse or neglect

|                               |               |
|-------------------------------|---------------|
| Hampshire Children's Services | 0300 555 1384 |
| (Out of hours)                | 0300 555 1373 |
| Hampshire Adult Services      | 0300 555 1386 |
| (Out of hours)                | 0300 555 1373 |

**Hampshire County Council have staff available to contact regarding safeguarding concerns 24/7**

### Other useful numbers

|   |               |
|---|---------------|
| Hampshire Police (non-emergency)                      | 101           |
| NSPCC   | 0808 800 5000 |
| Childline   | 0800 1111     |
| Anti-Terrorist Hotline (non-immediate threat to life) | 0800 789 321  |
| Crimestoppers   | 0800 555 111  |
| Modern Slavery Helpline                               | 08000 121 700 |

## Safeguarding Flowchart

