



## QUEEN CAMEL PARISH COUNCIL

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# Queen Camel Parish Council Safeguarding Children and Vulnerable Adults Policy

Adopted 21<sup>st</sup> February 2022

## 1. Introduction

Queen Camel Parish Council (QCPC) has the responsibility for the provision of recreational facilities at the Queen Camel Playing Field for the whole community, including children and vulnerable adults.

Queen Camel Playing Field facility currently consists of a pavilion and 6 acres of open land comprising of a children's play area, two football pitches, a basketball court and a cricket pitch. The QCPC has a sub-committee, Playing Field Management Committee, responsible for the day to day running of the playing field in providing a recreational area for the whole community.

Councillors, employees and volunteers of QCPC have no direct responsibility for children and vulnerable individuals whilst performing their roles on behalf of QCPC. However, this Policy outlines QCPC support to the safeguarding and well-being of children and vulnerable adults and its commitment to ensuring that children and vulnerable adults are protected and kept safe from harm while they are engaged in any activity associated with activities that take place on Parish Council property.

## 2. Definitions

- As defined in the Children act 1999, a **'child'** is anyone under the age of 18 for the purposes of this document.
- **'Vulnerable person'** is defined as anyone over the age of 18 who needs support in making decisions, taking actions or expressing their wishes about care or money matters. For example, older people, the mentally ill or disabled people.
- **'Child abuse and neglect'** is a generic term encompassing all ill treatment of children, including serious physical and sexual assaults, psychological harm, as well as cases where the standard of care does not adequately support the child's health or development. Children may be abused or neglected through infliction of harm, or through the failure to act to prevent harm. Abuse can occur in a family or institutional or community setting. The perpetrator may or may not be known to the child.

## 3. Policy Statement

QCPC believe that all children and adults at risk are entitled to protection from harm and have the right to take part in sport and leisure activities in a safe, positive and enjoyable environment. They are committed to working in partnership with organisations, clubs and groups that provide physical and recreational activities, to promote and deliver the best possible Safeguarding Practice when working with children, young people and adults at risk.

QCPC is firmly committed to providing an environment where the welfare of children and vulnerable persons are paramount and aims to provide, as far as is reasonably practicable:

- A safe environment for children and vulnerable adults who have cause to use Queen Camel Playing Field facilities and pavilion
- Safe facilities at Queen Camel Playing Field for the use of the residents and the wider public.

This policy applies to:

- Anyone representing QCPC or working for or on their behalf of, whether in a paid, voluntary or commissioned capacity.
- Any individual or organisation hiring or using any of Queen Camel Playing Field facilities for the purpose of delivering any service/activity involving children or vulnerable adults.

QCPC will review this Policy regularly and at least annually.

## **4. Providing Safe Facilities**

QCPC will take all reasonable steps to ensure the Queen Camel Playing Field facilities shall:

- Provide a safe physical environment for users of the equipment and facilities through appropriate Policies, Risk Assessments and Risk Management Plans where appropriate.
- Maintain equipment and facilities to a safe standard, responding to identified concerns promptly.
- Ensure regular safety inspections of equipment and facilities take place locally and/or by approved assessors (as appropriate).

## **5. Promoting a Safe Environment: Code of conduct for users of Queen Camel Playing Field**

### **5.1 All users of Parish Facilities should:**

- Treat each other with respect.
- Show consideration for other group using the facilities.
- Treat the facilities provided with due care and respect.
- Provide an example of good conduct that you wish others to follow.
- Refrain from any behaviour that involves racism, sexism and bullying and in addition to report any instances of such behaviour to group leaders, relevant Parish Councillors, the Parish Clerk or parents and carers, as appropriate.

### **5.2 Individual/Private User**

All users of the Queen Camel Playing Field QCPC are expected to treat others with dignity and respect. Parents, Guardians and carers are responsible for their children within the playing field area or ensuring their wellbeing is catered for with an organised group, club or other suitable supervision.

Persons using the Playing field facilities should be appropriately dressed for the activity they are taking part in or the equipment they are using. Necklaces, bags, scarves or clothing with drawstrings that could be get caught on equipment and pose a strangulation risk should be removed.

All playground equipment should be used appropriately, and children should only use equipment appropriate for their age group.

The Playing Field holds a Public Space Protection Order through South Somerset District Council which places restrictions on dog owners. The Playing Field is a community amenity and QCPC welcomes responsible dog owners to use the field to exercise their pets, however dogs can pose a physical and medical risk to children. Therefore, dogs must be kept on a lead at all times, exercised around the perimeter of the field and kept out of the vicinity of the Play Area. All dog mess MUST be picked up and disposed of in the bins provided or in another safe manner.

### **5.3 Organised groups/Sports clubs**

QCPC will expect any group or Sports Club using its facilities for organised events to:

- Have relevant public liability insurance.

- Operate to the relevant Sport’s governing bodies policy for safeguarding or have a suitable safeguarding process to protect children and vulnerable adults.
- Ensure leaders make their members aware of the QCPC Policy and ensure that it is followed whilst using Parish facilities.
- Ensure leaders have valid enhanced Disclosure and Barring Services (DBS) checks as appropriate.
- Complete a risk assessment for individual activities as appropriate.
- Never leave children or vulnerable adults they are responsible for with adults who have not been subject to a Disclosure and Barring Service (DBS) check.
- Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action.
- Where possible, have male and female leaders working with a mixed group.
- Ensure registers are complete and attendees are marked in and signed out (under 8’s must be collected by a parent/carer).
- Ensure that photos or videos of children or vulnerable individuals are not taken without written permission from parents/carers.
- Ensure they have access to a first aid kit and telephone and know fire procedures.
- Ensure that where a child or vulnerable adult needs assistance with toilet trips and when first aid is required, that this is carried out in pairs or in the latter case, that it is carried out where they can be seen, maintaining personal dignity.
- When working outside, ensure activities, breaks and clothing are suitable for the weather conditions and that shelter is available where possible.

#### 5.4 Changing Room Policy

If children/young people need to share changing facilities with adults:

- The Club must have consent from the child’s parent/carer that the child can share changing room with adults in the Club.
- Parents must be allowed to supervise their children whilst they are changing if they so wish.
- Adults should not change or shower at the same time as the children/young people using the same facility.
- Children/young people should be supervised at all times in the changing rooms by 2 members of staff/volunteers.
- If any child/young person is uncomfortable changing or showering in public, no pressure should be placed on them to do so. In this instance, they should be encouraged to change or shower at home.
- If the activity is mixed gender, separate facilities should be made available.

#### 6. Reporting Concerns

The safeguarding of children and vulnerable adults is everyone’s business. If you witness or are informed of a situation whereby you are concerned as to the wellbeing of a child or vulnerable adult, then report it to Somerset Multi-agency Safeguarding Hub by contacting:

Children’s Social Care	Tel: 0300 123 2224 or email <a href="mailto:childrens@somerset.gov.uk">childrens@somerset.gov.uk</a>
Adult Social Care	Tel: 0300 123 2224 or email <a href="mailto:adults@somerset.gov.uk">adults@somerset.gov.uk</a>
Police	Tel: 101 (or 999 in emergency) or <a href="http://www.avonandsomerset.police.uk/report">www.avonandsomerset.police.uk/report</a>