

# Safeguarding Policy



Version 1.00: Approved and adopted by Council on 9 June 2026.

Minute ref 10.3., page 41-2026

For review in June 2028

## 1. Policy Statement

In the interests of child protection and the welfare and protection of vulnerable adults, Ruskington Parish Council is committed to ensuring that children<sup>1</sup> and vulnerable adults<sup>2</sup> are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council within the parish.

## 2. Policy Objective:

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and vulnerable adults.
- 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.
- As the Parish Council does not directly provide care or supervision services to children and vulnerable adults, it expects all children and vulnerable adults 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 Ruskington Parish Council should any child protection issue or any issues with vulnerable adults arise during their work.

## 4. Responsibilities & Procedures

All new Councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge (by signature) they will abide by it. Decisions on whether any person should be DBS checked will be made by the Council or the Chairman after consultation with the Clerk following the completion of a risk assessment.

Prior to any Parish Council organised event involving children or vulnerable persons, the Council /Committee will appoint a Safeguarding Officer for the event (for example the lead councillor/organiser of the event), who must:

- Be aware of the potential risks they may face whilst carrying out their duties and deal with them in accordance with the Directions within this Policy. In particular they must ensure:

- That parents, guardians, or carers remain with their child/ren at all times.
- There is a minimum of two adults present when supervising children.
- They do not play physical contact games.
- Adults always wear appropriate clothing, including - where applicable - PPE, Hi Viz clothing and visible forms of identification.
- That accidents are recorded in an accident book, stored securely in the Parish Office via the Clerk or Deputy Clerk and in compliance with Council's privacy and GDPR policies.
- They never do anything of a personal nature for a young person or vulnerable adult.

In addition, the appointed councillor or staff member must:

- Keep records in an incident book of any allegations a young person may make to any committee member or volunteer. The incident book, stored securely, is available, via the Clerk or RFO, at the Parish Office.
- If there is a child abuse incident or allegation, it must be reported to the Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures. Please see Appendix A below:

RPC will:

- Ensure that facilities offered by the Parish Council will be inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation.
- Be proactive in sharing information about child protection and good practice with partner organisations, councillors, employees, volunteers, parents, and carers.
- Ensure that Contractors engaged by the Parish Council to work in areas where children or vulnerable adults may be at risk, must provide their Safeguarding Policy before commencement of work.
- Insist that any organisation which may make contact with children or vulnerable adults shall be required to show proof of its own appropriate Safeguarding Policy before being allowed to participate in the use of any council owned facilities.

## 5. Declaration

Ruskington Parish 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 Ruskington Parish 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 Parish Council activities.

### Key Legislation:

**The Children Act 1989:** This UK legislation focuses on the welfare of children, establishing parental responsibilities, and the role of local authorities in safeguarding children. This Act places a duty on local authorities to promote and safeguard the welfare of children. This includes intervening when a child's safety is at risk.

**The Children Act 2004:** The Children Act 2004 was introduced as an extension of the 1989 Act, aiming to improve child protection and ensure that all individuals and organisations working with children have a responsibility for their welfare.

<https://www.legislation.gov.uk/ukpga/2004/31/contents>

**The Care Act 2014:** “The Care Act 2014 helps to improve people’s independence and wellbeing. It makes clear that local authorities must provide or arrange services that help prevent people developing needs for care and support or delay people deteriorating such that they would need ongoing care and support.” This is of relevance to current district and county councils and future unitary councils.

<https://www.gov.uk/government/publications/care-act-2014-part-1-factsheets/care-act-factsheets>

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<sup>1</sup> For Children's Safeguarding purposes this is up to the date of the 18th birthday, in line with legislation and statutory guidance (Working Together) - Lincolnshire County Council

<sup>2</sup> In the context of adult safeguarding, the Care Act 2014 moved away from the definition of adults as vulnerable and instead shifted the focus to circumstances. The safeguarding duties apply to an adult who:

- \* has needs for care and support (whether or not the local authority is meeting any of those needs)
- \* is experiencing, or at risk of, abuse or neglect
- \* As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.

Lincolnshire County Council offer free online safeguarding courses via [www.lincolnshire.gov.uk/safeguarding/lscp/3](http://www.lincolnshire.gov.uk/safeguarding/lscp/3)

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I confirm that this safeguarding policy is understood, and the measures will be followed:  
Please note: If you do not understand any part of this policy please speak to the Clerk of Council.

Name	Signature	Date

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## Appendix A: Reporting a safeguarding concern to Children's / Adults Social Services by the public.

<https://www.lincolnshire.gov.uk/safeguarding/report-concern>

If you believe that a child or adult may be a victim of neglect, abuse or cruelty call:

- Children's safeguarding- 01522 782111 (Monday to Friday, 8am to 6pm)
- Adults safeguarding- 01522 782155 (Monday to Friday, 8am to 6pm)
- or 01522 782333 (outside office hours)

You do not need to know everything about the situation. You may just be worried or feel that something is not right.

If you believe that a crime has been committed and there is an immediate risk of danger, call the police on 999 or 112.

If there is no immediate danger, call the police on 101.

People who are deaf, hard of hearing or speech impaired can use the police Typetalk service on:

01522 558263

or, 01522 558140

or, 07761 911287

If you have a concern about **domestic abuse**, call EDAN Lincs on 01522 510041.

To find out about **advocacy**, visit the Connect to Support Lincolnshire website

<https://lincolnshire.connecttosupport.org/>

### Child sexual exploitation

A confidential 24-hour helpline is available for children and young people who are worried they are in an exploitative situation.

Call or text free on 116 000 or visit the #SaySomething website: <https://faceup2it.org/>

**Support with daily living:** Call Adult Social Care on 01522 782155 for information and advice regarding care and support.

**Self-Neglect:** Call Adult Social Care on 01522 782155. For more information, please refer to Self-Neglect Protocol.

**Poor Practice Concerns:** If you have concerns about repeated poor quality or service delivery in residential or nursing care homes, homecare, day care, supported living, or other contracted services, please report these by emailing: [poorpracticeconcerns@lincolnshire.gov.uk](mailto:poorpracticeconcerns@lincolnshire.gov.uk).

**Support for Carers:** For information and advice, visit our Support for Carers page.

**Children's Safeguarding:** If you believe that a child may be a victim of neglect, abuse or cruelty call Children's safeguarding on 01522 782111 (Monday to Friday, 8am to 6pm) or 01522 782333 (outside office hours).

**Adult safeguarding duty (Care Act 2014):** When considering an adult safeguarding concern under the Care Act 2014, please ensure the following key criteria are met:

Version 1: Reviewed in June 2026 by the HR Committee. All websites accessed on 27 May 2026.

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- Age: The adult is 18 years or older.
  - Needs: The adult has care and support needs, regardless of whether those needs are currently being met.
  - Risk: The adult is experiencing, or at risk of, abuse or neglect.
  - Vulnerability: Due to their care and support needs, the adult is unable to protect themselves from abuse or neglect, or the risk of it.

### **Referral best practice**

- Where possible, discuss your concerns with the adult involved and obtain their consent to refer.
- If consent cannot be given or it is unsafe to obtain it, proceed with the referral in line with safeguarding policies.

### **Additional Resources:**

Care Act 2014 Guidance: <https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance>

Lincolnshire Safeguarding Adults Board (LSAB): <https://www.lincolnshiresab.org.uk/resources>

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