

# Almondsbury Parish Neighbourhood Plan

## Safeguarding Policy

### Policy Statement

Everyone has a duty to safeguard children, young people and vulnerable adults. This policy aims to promote good practice in safeguarding for Almondsbury Parish Neighbourhood Plan (APNP) volunteers and helpers.

### Definitions

Children and young people: Anyone under the age of 18 years

Vulnerable Adult: Anyone over 18 who is:

- Unable to care for themselves
- Unable to protect themselves from significant harm or exploitation
- Or may be in need of community care services

### To whom this policy applies

This policy applies to anyone working for or on behalf of the APNP whether in a paid, voluntary or commissioned capacity, for example contracted to do a piece of work.

### Promoting a safe environment

In order to promote a safe environment for children, young people and vulnerable adults, the APNP Steering Group will look to ensure that volunteers and helpers are aware of the safeguarding expectations. However, it is not envisaged that the APNP volunteers and helpers will have any unsupervised contact with children, young people or vulnerable adults during the course of their duties, nor should they seek to do so.

All those attending APNP meetings and events should:

- Ensure that communications, behaviour and interaction is appropriate and professional.
- Treat each other with respect and show consideration for other groups using the venue or facilities

- Refrain from any behaviour that involves racism, sexism, homophobia, and bullying and in addition, report any instances of such behaviour to the Chair of APNP Steering Group.

When hiring facilities for the meetings and events the APNP Steering Group:

- Will require the venue or premises to have public liability insurance.
- Will require the venue or premises to have a suitable safeguarding policy and/or agree to work to the APNP's policy and relevant guidance.
- Know where the first aid boxes are and how to summon help from the Emergency Services.
- Carry out risk assessments where appropriate for activities.

### **Allegations against volunteers**

With regards to a safeguarding issue the Chair of the APNP Steering Group will contact Almondsbury Parish Council to seek assistance regarding the correct procedures for managing allegations against volunteers. No attempt should be made to investigate or take action before consultation with the relevant bodies. The APNP Steering Group must not make a judgement on whether the allegations have merit for further investigation, this decision must be for the appropriate bodies referred to by Almondsbury Parish Council.