



Torpoint Town Council Safeguarding Policy

"Safeguarding is everyone's responsibility"

DATE OF REVIEW – March 2025

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1. Meeting your communication needs

We want to ensure that your needs are met, if you would like this information in any other format please contact the Town Clerk.

2. Purpose of Policy

To set out the duty to safeguard and promote the welfare of children, young people and vulnerable adults and how this will be implemented by Torpoint Town Council in the discharge of its duties. This is a joint policy as there are similarities in many of the actions needed to safeguard children and young people and to safeguard vulnerable adults. However the Town Council recognises that there are also some distinct differences between these groups and these are reflected in this document.

3. Policy Statement

To develop procedures and good practice within Torpoint Town Council to ensure that each person can demonstrate that there is an understanding of the duty to safeguard and promote the welfare of children, young people and vulnerable adults.

To provide evidence of how this is being implemented within its own organisation and within multi-agency working arrangements and of its plans to address any gaps in these arrangements.

4. Policy Application

This policy applies to all members of staff of Torpoint Town Council and all those organisations who have a working relationship with the Town Council including volunteers.

5. Introduction

Safeguarding is everyone's responsibility and all staff who, during the course of their employment have direct or indirect contact with children and vulnerable adults, or who have access to information about them, have a responsibility to safeguard and promote the welfare of children and vulnerable adults.

There is a duty on organisations to make appropriate arrangements to safeguard and promote the welfare of children and vulnerable adults.

Government guidance makes it clear that this is a shared responsibility, and depends upon effective joint working between agencies and professionals that have different roles and expertise.

6. Safeguarding Children and Young People

"Safeguarding and promoting the welfare of children" means:

- protecting children from maltreatment;
- preventing the impairment of children's mental and physical health or development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- taking action to enable all children to have the best outcomes.

7. What do we want to Achieve?

Torpoint Town Council works to the following principles:

- Everyone has the right to live his or her life free from violence, fear and abuse.
- Everyone has the right to be protected from harm and exploitation.
- Everyone has the right to independence, which carries with it a degree of risk.

Torpoint Town Council will ensure that all members of staff and volunteers know or can easily find out what they need to do if they have a concern about children, young people or vulnerable adults.

8. What are the forms of abuse?

Staff will be able to recognise abuse. The main forms of abuse are divided into the following categories:

- **Physical abuse** – including hitting, slapping, pushing, kicking, misuse of medication, restraint, inappropriate sanctions
- **Sexual abuse** – including rape, sexual assault, sexual acts to which a person has not consented, could not consent or was pressurised into consenting
- **Psychological abuse** – including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation, withdrawal from services or supportive networks
- **Financial or material abuse** – including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits
- **Neglect and acts of omission** – including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life such as medication, adequate nutrition, and heating
- **Discriminatory abuse** – including racist, sexist, that based on a person's disability and other forms of harassment, slurs or similar treatment
- **Institutional abuse, neglect and poor professional practice.** This may take the form of isolated incidents of poor or unsatisfactory professional practice at one end of the spectrum, through to pervasive ill treatment or gross misconduct at the other.

(No Secrets – Department of Health 2000)

9. Prevent

Prevent is the Government's strategy to stop people becoming terrorists or supporting terrorism, in all its forms. Prevent works with individuals and communities by using voluntary early intervention to encourage them to challenge extremist and terrorist ideology and behaviour.

If you would like further information, have a query or concern, or want to receive **Prevent** training, please do not hesitate to contact your local team: email: prevent@cornwall.gov.uk.

10. Reporting Concerns

Councillors and staff will respond appropriately when they see or are concerned about abuse. This means that councillors and staff will report and record their concerns about abuse. If Councillors or staff have any concerns about a child's or vulnerable adults' welfare they should act immediately.

Contact the **Multi Agency referral Unit (MARU) on 0300 123 1116** (see <https://www.cornwall.gov.uk/health-and-social-care/childrens-services/child-protection-and-safeguarding/>). If the concerns arise out of office hours contact **01208 251300**. Please ensure you have as much factual information, about the child/vulnerable adult, as possible when you telephone and include:

- Full name
- Date of Birth
- Address
- Family details
- Factual information about concerns identified.

Telephone calls will need to be followed up in writing by completing the multi-agency referral form. This is available from the Cornwall and Isles of Scilly Safeguarding Children Partnership website <https://ciossafeguarding.org.uk/>.

11. Specific Safeguarding Issues

There are specific issues that have become critical issues in Safeguarding that Torpoint Town Council will endeavour to ensure ALL their staff and Town Councillors are familiar with, this list is illustrative rather than exhaustive:

- Bullying including cyber bullying
- Child Sexual Exploitation (CSE)
- Domestic Abuse
- VAWG (Violence Against Women and Girls)
- Drugs
- Child criminal exploitation – county lines
- Children with family members in prison
- Faith abuse
- Female Genital Mutilation (FGM)
- Gender based violence / Violence against women and girls
- Hate
- Mental Health
- Homelessness
- So called 'Honour based' violence
- Peer on peer abuse
- Sexual violence and sexual harassment
- Preventing Radicalisation
- Online abuse/Sexting
- Trafficking
- Missing children and vulnerable adults
- Child sexual abuse within the family
- Poor parenting (this can be in relation to babies and young children).

12. Domestic Abuse

Torpoint Town Council has endorsed Operation Encompass, a charitable organisation set up in 2011.

13. Equality and Diversity

This policy should be read with Torpoint Town Council's Equal Opportunities Policy and the Equality, Diversity and Inclusion Policy. Equality is based on the idea of fairness whilst recognising that everyone is different, and diversity is about the ways in which people differ and about recognising that differences are a natural part of society. Torpoint Town Council expects that all Town Councillors, staff and volunteers who come into contact with children, young people and vulnerable adults treat them as individuals and make them feel respected and valued as an essential part of our commitment to safeguarding children, young people and vulnerable adults.

14. Whistleblowing

We recognise that a child, young person or adult cannot be expected to raise concerns in an environment where we fail to do so. Everyone is advised of our Whistleblowing Policy and of how it can be implemented. Everyone is aware of their duty to raise concerns about the attitude and actions of colleagues where these are inappropriate or unsuitable. If necessary, concerns will be raised with the delegated 'Whistleblowing' representative who is:

Designated Safeguarding Lead (Name): Camilla Southworth – Town Clerk & RFO

15. Supporting Staff and Volunteers

Everyone will be advised on the boundaries of appropriate behaviour – such matters form part of our staff and volunteer induction and they have access to support and guidance when required or requested. We recognise that staff and volunteers working in our organisation who have become involved in the case of a child who has suffered harm, or appears likely to suffer harm, may find the situation stressful and upsetting.

We support this by providing an opportunity for them to discuss their anxieties with the Safeguarding Lead, or another person and/or a trade union representative as appropriate.

Our Safeguarding Lead and / or anyone working for the organisation has access to support and appropriate workshops, courses or meetings as organised or recommended by the Cornwall and Isles of Scilly Our Safeguarding Children Partnership, Safeguarding Adults Board, Safeguarding Standards Unit (SSU) or Local Authority (LA).

16. Confidentiality and Information Sharing

Confidentiality needs to be fully understood by all those persons who come into contact with children, young people and vulnerable adults, particularly in the context of safeguarding. No adult must ever guarantee confidentiality to any individual including parents, children and colleagues. Staff should always make children aware that if they disclose information that may be harmful to themselves or others, then certain actions will need to be taken. Wherever possible, consent should be obtained before sharing personal information with third parties.

17. Further Information

For further information and guidance please see Cornwall Council's toolkit – 'Safeguarding children, Young People and Adults' or visit <https://ciossafeguarding.org.uk/sab>.