WERRINGTON
Neighbourhood Council
50 YEARS SERVING THE RESIDENTS OF WERRINGTON

SAFEGUARDING POLICY

1. INTRODUCTION

This policy explains the safeguarding responsibilities of all members, volunteers and contractors in protecting children, young people and adults at risk.
Children, young people and adults at risk have the right to take part in activities, enjoy themselves and remain safe, whether they choose the activities themselves or a parent or carer chooses on their behalf. This policy supports a safe and positive environment for everyone.
Where applicable, this policy follows the statutory guidance set out in *Working Together to Safeguard Children 2026*.

2. DEFINITIONS

2.1. Term child is 'anyone who has not yet reached their 18th birthday' Children Act 1989
2.2. The term 'adult at risk' is defined as anyone who: has needs for care and support; and is experiencing, or at risk of, abuse or neglect; and as a result of those care and support needs are unable to protect themselves from either the risk of, or the experience of abuse or neglect Care Act 2014

3. THE POLICY

Werrington Neighbourhood Council ("the Council") and everyone acting on its behalf have a duty to safeguard children, young people and adults at risk involved in Council activities. This policy applies to all paid and voluntary workers. Referrals about suspected abuse cannot be anonymous, and the referrer's identity may be disclosed during enquiries.

4. PRINCIPLES

4.1. With regard to children, young people, and adults at risk, 'The Council,' recognises that:

- the welfare of the individual is paramount.
- all children, young people, and adults at risk whatever their culture, disability, gender, language, racial origin, religious beliefs, and/or sexual identity, have the right to protection from abuse.
- all suspicions and allegations of abuse, in whatever form, will be taken seriously and responded to swiftly and appropriately.
- all adults involved have a responsibility to report concerns to an appropriate person.
- Ensure that communications, behaviour, and interaction should be appropriate and professional.
- Treat each other with respect and show consideration for other groups.
- Provide children, young people, adults at risk with appropriate safety / protection.
- To protect volunteers against accusations of inappropriate behaviour

4.2. Confidentiality

Members, volunteers, and contractors must discuss abuse allegations only as part of a formal investigation. Where action is needed to prevent further abuse, the matter must be shared with the Designated Person for appropriate risk assessment.

5. ACTIONS

We will endeavour to safeguard children, young people, and adults at risk by:

- Ensuring that any volunteer or member of staff acting on behalf of 'The Council' and undertaking any regulated activities (as defined by the Disclosure and Barring Service) have the appropriate DBS check.
- Providing any necessary support for volunteers or members of staff
- Provide safe facilities and do regular safety assessments.
- Ensure members, volunteers of activities, are aware of safeguarding expectations.

6. DESIGNATED PERSON FOR SAFEGUARDING CHILDREN, YOUNG PEOPLE AND ADULTS AT RISK

6.1. 'The Council will provide a Designated Person who will have lead responsibility for issues relating to safeguarding children, young people, and adults at risk.
6.2. The current designated person is Sally Weald who can be contacted on 01733 570301. weald38@gmail.com
6.3. Whenever a case is referred to the Designated Person, they will discuss the case with the Chair of 'The Council' and report to the Council as appropriate.
6.4. This policy will be reviewed in the light of changes in legislation, in the event of any concerns being raised and, in any event every year.

7. SHARING INFORMATION ABOUT CONCERNS, WITH AGENCIES WHO NEED TO KNOW, AND INVOLVING CHILDREN AND PARENTS APPROPRIATELY

7.1. Procedure for reporting allegations or suspicions of abuse or inappropriate behaviour

Record all allegations or concerns, using Appendix A where practicable, and promptly share them with the Designated Person. They will discuss the matter with the relevant parent or person with parental responsibility and decide what action to take.

7.2. Handling disclosure of abuse or inappropriate behaviour

- Never guarantee absolute confidentiality, as safeguarding children and adults at risk will always have precedence over any other issues and this may mean

passing on information to an appropriate body such as Social Services, the Police, or the Independent Safeguarding Authority.

- Listen to the person, rather than question him or her directly. Offer him/her reassurance without making promises and take what they say seriously.
- Allow the person to speak without interruption. Accept what is said, it is not your role to investigate or question. Do not overreact.
- Alleviate feelings of guilt and isolation, while passing no judgement
- Advise that you will try to offer support, but that you must pass the information on. Explain what you have to do and whom you have to tell.
- Record the discussion accurately, as soon as possible after the event. Use the person's words or explanations, do not translate onto your own words, in case you have misconstrued what the child was trying to say.
- Contact the Designated Person for advice/guidance. The Designated Person may then discuss the concern/suspicion with the relevant professional organisation, and, if appropriate, make a direct referral (see Appendix C)
- If the Designated Person is not available, or it is inappropriate to approach them, the person with the concern should make direct contact with the relevant professional organisation themselves.
- Record any discussions or actions taken within 24 hours. (see Appendix A)

Reviewed:	26th October 2026	**Adopted:**	16th November 2026	**Next Review:**	October 26

SIGNED:	V Moon	SIGNED:	Sweard
PRINT:	V. S. Moon	PRINT:	SWEARD
DATED:	16/11/2026	DATED:	16/11/2026
POSITION:	CHAIR	POSITION:	Acting Secretary

Appendix A

PRO FORMA FOR REPORTING ALLEGATIONS OF ABUSE

- Name of child, young person, or adult at risk

  .....
- Age .....
- Home address (if known)

  .....
- Date of Birth (if known) .....
- Name/s and Address of parent/s or person/s with parent responsibility.

  .....
- Telephone numbers if available.....
- Is the person making the report expressing their own concerns, or passing on those of somebody else? If so, record details

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  .....
- What has prompted the concerns? .....

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- Include dates and times of any specific incidents .....

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- Has the child or young person been spoken to? .....
- If so, what was said? .....

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- Has anybody been alleged to be the abuser? .....
- If so, record details.....
- Who has this been passed on to, in order that appropriate action is taken? .....

  .....
- Has anyone else been consulted? .....
- If so, record details.....

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Appendix B

CODE OF BEHAVIOUR FOR VOLUNTEERS, STAFF AND MEMBERS

Statement of Intent

Werrington Neighbourhood Council, ' The Council,' has adopted a Safeguarding Policy to safeguard the welfare of all children, young people, and adults at risk by protecting them from all forms of abuse including physical, emotional, sexual harm.

Guidelines for volunteers and staff members

- Volunteers and staff members will treat children, young people, and adults at risk with respect and dignity.
- Volunteers and staff members will not engage in inappropriate physical contact with children, young people, or adults at risk. This includes contact that is unwelcome to the person concerned.
- Volunteers and staff members should:
  - Be aware that someone might misinterpret their actions no matter how well intentioned.
  - Not draw any conclusions about others without checking the facts
  - Take reports of potential abuse seriously and take appropriate action as outlined in the Safeguarding Policy

Appendix C

USEFUL CONTACTS

If you think that anyone is being abused, neglected or at risk, talk to one of the following independent organisations:

- If you suspect someone is in immediate danger, call 999 now or call the non-emergency, 24/7 number: 101, or visit a police station to speak to an officer in person.
- Contact the NSPCC to speak to a professional practitioner Tel:0808 800 5000
- For safeguarding concerns in Peterborough, contact Children's Services at 01733 864170 between 9 am and 5 pm, Monday to Friday. For out-of-hours emergencies, contact the Emergency Duty Team om 01733 234724.
- For adults, call 01733 747474 (option 4) during office hours or for out of hours emergencies contact the Emergency Duty Team 01733 234724. You can also email adultsocialcare@peterborough.gov.uk for Adult Social Care concerns
- Contact: Fearless 0800 555 111
- Childline Tel: 0800 1111
- Kidscape Tel: 0207 730 3300
- National Youth Advocacy Service (NYAS) Tel: 0800 808 1001, Email: help@nyas.net