Child Protection and Adults at Risk Safeguarding Policy

1. Introduction and Aims

Yateley Town Council promotes good practice in safeguarding those using Yateley Town Council facilities. All Officers, Staff and Elected Members have a duty to safeguard children and adults at risk. This policy should be read in conjunction with any other relevant policies or codes of practice.

2. Scope of the Policy

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

Any external bodies who provide activities in Yateley Town Council facilities for children or adults at risk is required to adhere to current safeguarding legislation and guidance.

3. Definitions

For the purpose of this policy “a child” means anyone under the age of 18 (The Children’s Act 1989)

An adult at risk is a person whose ability to protect him/ herself from violence, abuse or neglect is significantly impaired through physical or mental disability or illness, through old age or otherwise.
External Body means any person or trustee or authorised representative of a club or business hiring Yateley Town Council facilities.

4. Reporting concerns

Overall responsibility for Safeguarding lies with the Town Clerk. On a day to day basis the main point of contact for raising safeguarding issues is the designated Safeguarding Officer. The Safeguarding Officer will provide guidance on all safeguarding concerns and ensure referrals to statutory agencies are made where appropriate.

It is not up to Officers, Staff and Elected Members of Yateley Town Council to decide whether a vulnerable person is suffering harm as a result of abuse or neglect but it is up to Officers, Staff and Elected Members to report any concerns as soon as possible.

5. External bodies accessing Yateley Town Council facilities

External Bodies that use Yateley Town Council facilities will be required to provide their Safeguarding Policy, where applicable, at the time of booking facilities.

External Contractors, working on behalf of the Council, will be required to provide a suitable Child Protection and Vulnerable Adult Policy where applicable.

6. Responsibilities

All staff and volunteers coming in to contact with children need to have an awareness of safeguarding and will be offered safeguarding training which will be organised by the Safeguarding Officer.

Version 1: Adopted by Full Council 12.08.24
Version 2: Proposed 19.10.26

Due for Review: October 2028