



SAFEGUARDING POLICY REDRUTH TOWN COUNCIL

**Civic Centre
Alma Place
REDRUTH
Cornwall TR15 2AT**

Introduction

Redruth Town Council seeks to make a positive contribution to a strong and safe community and recognises the right of every individual to stay safe.

This policy seeks to ensure that Redruth Town Council undertakes its responsibilities with regards to the protection of children and adults at risk and responds to concerns appropriately. The policy establishes a framework to support staff and Councillors in their practices and clarifies the organisation's expectations.

The welfare of children or adults at risk of abuse or neglect is paramount and is the responsibility of everyone. All children and adults at risk of abuse or neglect, without exception, have the right to protection from abuse, whether physical, sexual, verbal, bullying, exclusion, or neglect. Bullying, shouting, physical violence, sexism and racism towards children or adults at risk of abuse or neglect will not be permitted or tolerated. This policy also recognises the risks of radicalisation which is included in the definition of abuse.

Redruth Town Council has a duty to safeguard children and adults at risk of abuse or neglect and seeks to ensure that those who may come into contact with vulnerable people are safe people.

This policy applies to anyone working on behalf of Redruth Town Council, including paid staff, Councillors, volunteers, service delivery partners, agency staff and contractors.

Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children, young people and adults in England. (Do we want to include a summary of the relevant guidance?)

Safeguarding of Children and Young People and Safeguarding of Adults are covered by different legislation, policy and guidance but for the purpose of this Policy Statement all have been included and differences highlighted where relevant.

Safeguarding Children and Young People Working Together (2023) guidance covers: • the legislative requirements and expectations on our services to safeguard and promote the welfare of children The document replaces Working Together to Safeguard Children (2018) Safeguarding children - the action we take to promote the welfare of children and protect them from harm - is everyone's responsibility. Everyone who comes into contact with children and families has a role to play.

Ultimately, effective safeguarding of children can only be achieved by putting children at the centre of the system, and by every individual and agency playing their full part, working together to meet the needs of our most vulnerable children.

Definitions Safeguarding

Child and adult protection requires that those who detect safeguarding concerns know how to respond swiftly to concerns as soon as they are identified and always take the correct action to report and record concerns and protect those needing immediate protection from harm.

For the purposes of this policy a child or young person is defined as someone who has not yet reached their 18th birthday. Child Abuse is when a child or young person is intentionally harmed by or where basic essential needs are neglected by an adult who may be a parent, relative, or any other adult – it can be over a period of time but can also be a one-off action. It can be physical, sexual or emotional, or an act of omission such as neglect and it may be perpetrated in person, or online.

For the purposes of this policy an adult at risk of abuse or neglect is defined as a person who 'is a person aged 18 or over who is in need of care and support (whether or not those needs are being met), who is experiencing or at risk of abuse or neglect and because of those needs is unable to protect themselves against the abuse or neglect or the risk of it'. (ref; The Care Act 2014. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Types of child abuse include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Radicalisation

Types of adult abuse, referred to by the Care Act 2014, include:

- Physical abuse
- Domestic abuse
- Psychological abuse
- Emotional abuse
- Sexual abuse
- Neglect and acts of omission
- Financial or material abuse
- Discriminatory abuse
- Radicalisation
- Self-neglect
- Modern slavery
- Organisational abuse

Policy Statement

All suspicions regarding or allegations of abuse against a child or adult at risk of abuse or

neglect will be taken seriously and dealt with speedily and appropriately. The Town Clerk is the Designated Safeguarding lead (DSL) to whom suspicions, or concerns should be reported. If the concern is about the Town Clerk, then the concern should be reported to the Chair of the Staffing Committee.

The DSL or Chair of the Staffing Committee has the responsibility for recording and reporting concerns that arise, as a matter of urgency, to Cornwall Council Child Protection service or to the Adult Safeguarding service.

Supporting Documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents. The list below represents currently available documents and will be uploaded as practice is reviewed.

- Role descriptor for the designated safeguarding lead
- Dealing with disclosures and concerns about a child, young person or adult
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Code of conduct for staff and volunteers
- Photography and sharing images guidance
- Safer recruitment
- Online safety
- Anti bullying
- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support
- Adult to child supervision ratios

Equality & Diversity

Redruth Town Council expects all elected and co-opted members, staff and volunteers who come in to contact with children, young people and adults treat them as individuals and make them feel respected and valued as an essential part of our commitment to safeguard children, young people and adults

Responsibilities and Reporting Safeguarding Concerns

All staff and Councillors are required to follow the guidance set out in this policy and related policies, and to pass on any Safeguarding concerns using the required procedures. We expect all staff and Councillors to promote good practice by being an excellent role model, contribute to discussions about safeguarding and to positively involve people in developing safe practices.

We all have a responsibility to report any safeguarding concerns over the welfare of children, young people or vulnerable adults. This extends to the identification of signs of abuse; poor practice by staff, councillors and others acting for or on behalf of the council, and allegations

brought to our attention by a member of the public. Reporting safeguarding concerns can prevent serious abuse or harm from happening, or from escalating.

The Designated Safeguarding lead is the Town Clerk. This person's responsibilities are to monitor, report and record actual or alleged incidents of abuse to Cornwall Council or police, and to raise any concerns with the Chair of the Staffing Committee and to support the reporters.

Chair of Staffing Committee.

A Councillor who leads the Staffing Committee. They will act as a point of contact for the Designated Safeguarding Lead. Safeguarding issues will be reported to Full Council annually but if a referral has been made that will be reported at the next Staffing Committee meeting but no case details will be given.

Staff and Councillors must not attempt to investigate abuse themselves; neither must they confront anyone who is allegedly responsible for abuse nor tell them that allegations have been made to them.

Safer Recruitment

Redruth Town Council demonstrates its commitment to ensure safe recruitment through the following process:

The HR Manager and Managers who recruit into roles working with children and / or adults should ensure that all of the relevant safeguarding, recruitment and barring checks have been undertaken. Such checks and measures may include for example:

Safeguarding responsibilities identified

Face-toface interviews

Taking up references

Probationary & supervision periods

Monitoring conduct within the role

Ensuring that staff are familiar with the safeguarding of Children and Adults at risk Policy and where any staff, volunteers or councillors are expected to have unsupervised contact with children or adults at risk the appropriate DBS and barred lists checks will be undertaken.

When the Town Council organise events to include children – it is always stated that children must be accompanied by parents, and guardians (including responsible adults from a school, youth, or sports club). Consent should be obtained for photography from those authorised to give consent, in the case of children this will be a person with Parental Responsibility in law (generally a parent) and if an adult at risk or an adult who is unable to give consent due to their capacity a person authorised to act on their behalf (usually their carer).

Induction and Training

Redruth Town Council provides the necessary resources for induction, training of staff and volunteers and support mechanisms in relation to Safeguarding incidents and reports.

Induction of new staff or volunteers will include discussion of the relevant policies and that they are signed confirming understanding, together with discussion of other appropriate policies and ensuring familiarity with reporting systems. All staff and volunteers who, through their role, are in contact with children and or adults at risk will have access to safeguarding training at an appropriate level.

The Town Clerk and Chair of the Staffing Committee will undertake Safeguarding training and where necessary full Council training will be provided.

Support

Everyone will be advised on the boundaries of appropriate behaviours – 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 involvement in situations where there is risk of, or actual harm can be stressful for staff, volunteers and Councillors concerned. The mechanisms in place to support those involved include: debriefing support and follow-up support as necessary.

Promoting a Safe Environment

In order to promote a safe environment for children, young people and adults at risk, Redruth Town Council will promote a safeguarding culture in its premises and activity areas. We will achieve this by:

- Providing safe facilities and undertaking regular health and safety/risk assessments
- Ensuring that employees, Councillors, volunteers, and group leaders of activities are aware of our safeguarding policy
- Requiring all employees, Councillors, volunteers and group leaders of activities to report or make appropriate interventions
- Hirers will follow good practice procedures in relation to child and adult safeguarding
- Ensuring all contracted Door Supervisors will be SIA licenced and trained.

Redruth Town Council will ensure that:

All Town Councillors and staff are committed to safeguarding and promoting the welfare of children, young people and adults, that they demonstrate leadership, are informed about and take full responsibility for the actions of those who provide services to children, young people, adults and their families/carers at all times including;

- Ensuring the highest standards of safer recruitment, supervision and management oversight of Council staff, particularly those working directly with children, young people and vulnerable adults.
- Ensuring that children young people and vulnerable adults are seen and listened to and that their views are taken fully into account when making decisions. Redruth Town Council has formally adopted a Children's Rights approach, based on the UN Convention of the Rights of the Child (UNCRC), to ensure children's rights are upheld. This involves raising awareness, providing information and encouraging children's participation in decisions that affect them as part of our work.

Taking appropriate action

All members of staff, volunteers and Councillors will have a clear understanding of the Council's responsibilities for safeguarding through this policy. All have a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. Any concerns should be raised with the Town Clerk in the first instance or a nominated deputy. Or directly to the relevant referral point:

Children and Young People

Visit [Child protection and safeguarding - Cornwall Council](#) to log an online referral or, alternatively,

- Email multiagencyreferralunit@cornwall.gov.uk
- Telephone: 0300 123 1116

For immediate concerns during evenings and weekends an Out of Hours Social Work Service is for people who have an immediate concern for the safety of a child / young person: telephone 01208 251300

If there is an immediate issue of safety then the Police should be called

Other useful information can be found at the Cornwall and Isles of Scilly Safeguarding Children Partnership website [Cornwall and the Isles of Scilly Safeguarding Children Partnership - Home page](#); and

South West child Protection Procedures website: [Welcome to the South West Child Protection Procedures](#)

Adults

Cornwall Adult Safeguarding Referrals contact: 0300 1234 131 or log a referral here: [Adult - Safeguarding Concern](#)

Other useful information can be found at the Cornwall and Isles of Scilly Adult Safeguarding Board website: [Cornwall and the Isles of Scilly Safeguarding Adults Board - Home page](#)

Policy Review

We are responsible for ensuring the annual review of this policy and any additional local policies we have agreed that are relevant to safeguarding.

Version Control

Version Number	Revision Date	Revision by	Nature of Revisions
2	JULY 2026	FULL COUNCIL	LEGISLATIVE UPDATES