

Cyngor Cymuned Llanfynydd Community Council  
Young people and Vulnerable Adults Safeguarding Policy 2025

## **SECTION 1**

Policy Statement Everyone has a duty to safeguard children, young people and vulnerable adults.

This policy promotes good practice in safeguarding for those using Community Council facilities.

The Community Council will review it annually.

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 Community Council whether in a paid, voluntary or commissioned capacity, for example contracted to do a piece of work.

It also applies to any individual hiring, leasing or using the Community Council facilities for the purpose of delivering any service to children, young people or vulnerable adults.

## **SECTION 2**

Promoting a safe environment.

In order to promote a safe environment for children, young people and vulnerable adults, the Community Council will:

- Provide safe facilities and do regular safety assessments.
- Ensure that employees, Councillors and leaders of activities in the Community or in/on Community facilities, are aware of the safeguarding expectations.
- Members of staff and volunteers who have regular unsupervised contact with children, young people or vulnerable adults during the course of their duties MUST undergo appropriate Disclosure and Barring Service (“DBS”) checks BEFORE commencement of such duties.

- Display on Community Council notice boards in the village & in the Village Hall the relevant safeguarding contacts for advice and help. A copy will also be made available on the Community Council website. Expectations of behaviour All users of Community Council facilities, organisers of Community events and volunteers should:

- Ensure that communications, behaviour and interaction is appropriate and professional.

- Treat each other with respect and show consideration for other groups using the Community Council 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 the Community Council, Clerk or parents/carers, as appropriate. Hiring of facilities to groups for use with children, young people or vulnerable adults The Community Council will require the hirer to:

- Have public liability insurance.

- Have a suitable safeguarding policy and/or agree to work to the Community Council's policy and relevant guidance.

- Ensure leaders make their members aware of the Community Council Policy and ensure that it is followed whilst using Community facilities.

- Ensure leaders have valid enhanced DBS checks as appropriate and know where the first aid boxes are and how to summon help from the Emergency Services.

- Do risk assessments for individual activities.

### **SECTION 3**

#### Safe working practice

All users of Community Facilities must follow the policy and procedures at all times. For example they should:

- Never leave children, young people or vulnerable adults unattended with adults who have not been subject to a Disclosure and Barring Service (DBS) check.

- Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action.

- Where possible, have male and female leaders working with a mixed group.

- Ensure registers are complete and attendees are marked in and signed out (under 8's must be collected by a parent/carer).

- Ensure that photos or videos of individuals are not taken without written permission from their parents/carers.
- Ensure they bring their own first aid kit and telephone and know fire procedures.
- When working outside, ensure activities, breaks and clothing are suitable for the weather conditions and that shelter is available where possible.

#### **SECTION 4**

##### Whistleblowing

All Community Councillors, staff and volunteers should be aware of their duty to raise concerns about the attitude or actions of colleagues and appropriate advice will be sought from the Carmarthenshire County Council Safeguarding Team as to how to handle such allegations. The Community Council must not make a judgement on whether the allegations have merit for further investigation..

This Policy will be reviewed Annually

March 2025