



## **SAFEGUARDING POLICY**

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#### **1. Introduction**

The Peak District National Park Authority ("the Authority") provides a variety of services for children, young people and vulnerable adults in order to increase awareness, understanding and enjoyment of the special qualities of the National Park.

The Authority believes that it is always unacceptable for any individual, and in particular children, young people and vulnerable adults to experience abuse of any kind and recognises its responsibility to protect and safeguard their welfare by having a commitment to practice which protects them. The Authority is also aware that staff working with, or in the vicinity of young people, are vulnerable to having allegations of abusive, illegal or improper conduct made against them.

#### **2. Aim**

The purpose of this policy is to provide protection for children and vulnerable adults who receive the Authority's services. This policy is supported by guidance to provide all staff with clear and practical advice on working with children, young people and vulnerable adults whilst minimising the risk of allegations being made against them. This policy is further supported by procedures which should be adopted if there is suspicion that a child or vulnerable adult may be experiencing, or be at risk of, harm.

#### **3. The Authority's Commitment**

The Authority will safeguard children and vulnerable adults by:

- adopting safeguarding guidelines through procedures and a code of conduct for staff and volunteers;
- recruiting staff safely, ensuring all necessary checks are made;
- sharing information about child protection and good practice with children, parents/guardians, staff;
- responding swiftly to all suspicions or allegations of abuse;
- providing effective management for staff through supervision, support and training and ensuring every member of staff is aware of their responsibility to inform the

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Authority's Designated Safeguarding Officer (DSO) or deputy of any concerns relating to safeguarding children and vulnerable adults;

- Maintaining links with appropriate Local Education Authority departments and statutory child care authorities;
- Reviewing our policy and good practice every year or whenever there is a major change in the Authority or in relevant legislation or guidance.

### 4. Responsibilities

#### *The Peak District National Park Authority*

The Authority has a legal duty of care to provide a safe environment when children and vulnerable adults access its services. The Authority will ensure that its policies and practices reflect this duty and review the operation of these documents at regular intervals.

#### *Line managers*

Line managers will put in place measures to minimise the risks to children and vulnerable adults. Managers must familiarise themselves with the guidance for staff working with children and vulnerable adults. In particular, line managers must ensure that they take steps to safeguard children and vulnerable adults by:

- Identifying posts and roles which require Disclosure;
- Ensuring that the right people are recruited to designated posts;
- Identifying training needs for those staff in designated posts.

#### *Human Resources*

The Human Resources service will develop policies and procedures to safeguard children and vulnerable adults and assist line managers in applying this policy.

#### *Staff*

This policy applies to all staff who act on behalf of the Authority and who come directly into contact with children or vulnerable adults. Every member of staff has a duty to report any concerns that they may have about inappropriate behaviour towards children and vulnerable adults from staff they work with. This may not be behaviour linked to child abuse but that pushes the boundaries beyond acceptable limits and the Authority's guidelines for behaviour. Such behaviour may be witnessed from Authority staff or staff from partner organisations. Any concerns relating to safeguarding children must be reported to the DSO or appropriate authorities. Any information disclosed by a member of staff to the DSO is treated in confidence and only passed on to appropriate employees or professionals.

### 5. Relationship with other Policies

This policy should be read in conjunction with specific guidance on working with children and other policies and procedures covering equal opportunities, code of conduct, confidential reporting, discipline and learning and development.

### 6. Definitions

For the purposes of the policy:

## HUMAN RESOURCES EMPLOYMENT POLICY

- 'Child' or 'children' means any person(s) under the age of 18;
- 'Teacher' means the responsible adult in charge of a group of children or vulnerable adults;
- 'Guardian' includes parents, relatives or the person responsible for the child.
- This document also applies for vulnerable adults. A vulnerable adult is someone aged 18 or over:
  - Who is, or may be, in need of community services due to age, illness or a mental or physical disability;
  - Who is, or may be, unable to take care of himself/herself, or unable to protect himself/herself against significant harm or exploitation.
- 'Staff' includes employees, members, casual workers and volunteers on assignment with the Authority;
- Designated Safeguarding Officer is the Learning & Discovery Team Manager.

### 7. Relevant Legislation and Key PDNPA Policies

Working together to safeguard children 2015  
Equality Act 2010  
Equality Act 2006  
The Children Act 2004  
Employment Act 2002  
Data Protection Act 1998  
Age Discrimination Act 2006  
Work and Families Act 2006  
Employment Rights Order 2006  
Employment Relations Act 2004  
Disability Discrimination Act 2005  
Trade Union and Labour Relations (Consolidation) Act 1992  
PDNPA Comprehensive Equality Policy (particularly Equality in Employment)  
PDNPA Joint Performance and Achievement Review process  
PDNPA employment policies  
PDNPA Values

### 8. Complaints Procedure

Any complaints relating to the mis-implementation of this policy should be directed through the PDNPA's Complaint Procedure available at <http://www.peakdistrict.gov.uk/index/contactus/complaint.htm>