



Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,
clerk@clipstoneparishcouncil.org 01623 626857

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

POLICY AND PROCEDURE

General Statement

In the interests of protecting children and young people and the welfare and protection of vulnerable adults, Clipstone Parish Council is committed to ensuring that children and vulnerable adults are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council. Safeguarding children and vulnerable adults is everyone's responsibility.

Policy Objectives

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and vulnerable adults.
- To promote the general welfare and health of vulnerable adults and children by being aware of protection and well-being matters.
- To be able to respond to protection and wellbeing matters, where appropriate, as a local government organisation.
- To record and respond to accidents and complaints and to alleged or suspected incidents of abuse and neglect.
- As the Parish Council does not directly provide care or supervision services to children and vulnerable adults, it expects any children and vulnerable adults using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

Implementation

- All hirers of Council facilities will be made aware of Clipstone Parish Council's Child Protection and Vulnerable Adult Safeguarding Policy at the time of booking.
- The Parish Council will require the name and contact details of the lead organiser for the hiring.
- The lead organiser for regular hiring of children's activities will be required to confirm that they, and all relevant staff members / volunteers, are in possession of a valid DBS check, where necessary.
- Should the lead organiser for regular hiring change, confirmation of possession of a valid DBS check will be required by signing a new hire agreement.

Allegations against staff and volunteers

- All staff should take care not to place themselves in a vulnerable position with a child or vulnerable adult. It is always advisable for interviews or work with individual children or parents to be conducted in view of other adults.
- No attempt should be made to investigate or act on any allegation before consultation with the Nottinghamshire Safeguarding Childrens and Adults teams.



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Whistleblowing

- Clipstone Parish Council recognise that children or vulnerable adults cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.
- All 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 Safeguarding Teams at Nottinghamshire County Council.

What to do if you have concerns

All staff, volunteers and members of the Council have a responsibility to report concerns to the Clerk and/or the Chair of the Council, who will refer the matter to the Police or Nottinghamshire County Council Children's Services or Adult Services. You should note what you have observed or been told using the words of the individual who has raised the issue.

The contact details are shown at the foot of this policy.

You can also make a referral online using the following link:

<https://www.nottinghamshire.gov.uk/care/childrens-social-care/nottinghamshire-children-and-families-alliance/pathway-to-provision/multi-agency-safeguarding-hub-mash>

If a referral is made, record the information that has been provided, store it securely and send it to the Parish Clerk via email: clerk@clipstoneparishcouncil.org for records.

Review

This policy will be reviewed bi annually.

USEFUL CONTACTS

Nottinghamshire Children's Services
Nottinghamshire Adult Services

Tel 0115 9773935
Tel 0300 4564546

Nottinghamshire Constabulary:
In an EMERGENCY 999

Non-Emergency 101

Recommended by the Personnel Committee: 8 October 2025

Adopted by Council: 22 October 2025

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