



# BURTON UPON STATHER PARISH COUNCIL

## CHILD PROTECTION POLICY

### POLICY STATEMENT ON SAFEGUARDING CHILDREN

The values held by Burton upon Stather Parish Council are:

Burton upon Stather Parish Council recognises that all children have a right to protection from abuse. Burton upon Stather Parish Council takes seriously its responsibility to protect and safeguard the welfare of children and young people. We will:

- Respond swiftly and appropriately to all suspicions or allegations of abuse and neglect
- Provide parents and children with the opportunity to voice their concerns
- Have a system for dealing with concerns about possible abuse and neglect

### THE POLICY

Burton upon Stather Parish Council recognises that many children and young people today are the victims of physical, emotional, sexual abuse and/or neglect. Accordingly Burton upon Stather Parish Council has adopted the following policy guidelines. The policy sets out agreed guidelines for responding to allegations of abuse/neglect, including those made against Councillors, staff, volunteers and contractors. These guidelines have been prepared in accordance with North Lincolnshire Children’s MARS Policies and Procedures. They will be kept under review and be supported by appropriate training.

The policy applies to all Councillors, staff, contractors and volunteers who act on behalf of Burton upon Stather Parish Council and who work with children. Every individual has a responsibility to inform the designated person in respect of child protection or their deputy of concerns relating to safeguarding children. The designated person should decide if the concerns should be communicated to North Lincolnshire Children’s Services or the police. However all Councillors, staff, contractors and volunteers can contact North Lincolnshire Children’s Services directly if necessary.

### DEFINITIONS OF ABUSE (Working Together 2018)

A concern should be raised if any of the following circumstances have or are happening to a child:

- Physical abuse
- Emotional abuse
- Sexual abuse (including Child Sexual Exploitation)
- Neglect

Physical Abuse	A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocation or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child
----------------	--

Emotional Abuse	<p>The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child’s developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploration or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.</p>
Sexual Abuse	<p>Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.</p>
Child Sexual Exploitation	<p>Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victims needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.</p>
Child Criminal Exploitation	<p>Child Criminal Exploitation occurs where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18. It can happen alongside sexual or other forms of exploitation and/or antisocial behaviour. Child Criminal exploitation is broader than just county lines and includes for instance children forced to work on cannabis farms, to commit theft, shoplift or pickpocket, or to threaten other young people.</p>

Neglect	<p>The persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:</p> <ul style="list-style-type: none"> <li>• Provide adequate food, clothing and shelter (including exclusion from home or abandonment);</li> <li>• Protect a child from physical and emotional harm or danger;</li> <li>• Ensure adequate supervision (including the use of inadequate caregivers); or</li> <li>• Ensure access to appropriate medical care or treatment</li> </ul> <p>It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.</p>
---------	--

**WHAT YOU SHOULD DO IF YOU SUSPECT ABUSE**

- a. You must report concerns as soon as possible to Cathy Harber Designated Child Protection Person on 07854529379 who is nominated by Burton upon Stather Parish Council to act on their behalf in referring allegations of suspicions of abuse or neglect to North Lincolnshire Children’s Services. In the absence of the designated person, the matter should be brought to the attention of the deputy designated person Candace Brent on 07982265914. If it is an emergency, and the designated person(s) cannot be contacted, then North Lincolnshire Children’s Services or the police should be contacted at the numbers given below. For further information, see [Helping Children and Families 2020-2024 \(northlincscmars.co.uk\)](http://northlincscmars.co.uk) and [Working Together to Safeguard Children \(northlincscmars.co.uk\)](http://northlincscmars.co.uk).
- b. If the suspicions relate to the designated person, then the deputy, North Lincolnshire Children’s Services or the Police should be contacted.
- c. Suspicions should not be discussed with anyone, other than those named above.
- d. It is the right of any individual to make direct referrals to North Lincolnshire Children’s Services. However, this policy should be followed where possible.

**RECORDING**

- a. Write down exactly what the child has said in their own words. Write down the conversation held, where it was held, when and what was happening beforehand. Alternatively write down what you have observed, details of any witnesses, location, and your specific concern if you believe that a child has been abused or neglected. Record dates and times of the events and when the record was made. Keep all notes secure.
- b. Report your discussion as soon as possible to the designated person.
- c. Allegations against Councillors, staff or volunteers will be investigated following local procedures. For further information see the Children’s MARS Managing Allegations procedures

## MAINTENANCE OF RECORDS

Records taken of a disclosure of abuse will be handed over to North Lincolnshire Children's Service or the Police as appropriate.

Retention	<ul style="list-style-type: none"><li>• For concerns raised and acted upon, a record should be kept until the child is twenty five years old.</li><li>• For concerns not acted upon, a record should be kept for six years after the child has ceased association with the organisation.</li><li>• For concerns regarding councillors, staff or volunteers they should be kept on their personal file until retirement age of sixty seven years old or for ten years whichever is the longer.</li></ul>
Storage	<ul style="list-style-type: none"><li>• All hard copy documents will be stored in a locked filing cabinet</li><li>• All electronic documents will be held on a password protected laptop</li></ul>
Destruction	<ul style="list-style-type: none"><li>• All hard copy documents will be cross shredded in the office and then shredding will be burnt by Grounds Maintenance Operative</li></ul>

## E SAFEGUARDING AND ACCEPTABLE USE POLICY FOR ELECTRONIC EQUIPMENT

- The Parish Office has secure wi-fi and the password will not be given to the general public.
- Organisers, parents, guardians and users of the Village Hall (owned by the Parish Council) should be aware that it has free-to-all wi-fi. Any inappropriate access will be reported to the proper authority
- The pavilion wi-fi password will only be given to regular hirers on request and any inappropriate access will be reported to the proper authority.
- Photographs will only be taken if written consent is given by the parent/carers
- No personal information nor photographs will be posted on any social media platform without consent

## WHISTLE BLOWING PROCEDURES

Burton upon Stather Parish Council recognise that children cannot be expected to raise concerns in an environment where others fail to do so. It is important that all personnel should be aware of their duty to raise concerns about the attitude or actions of colleagues. It may be very hard to report a concern about a colleague to a superior but the safety and protection of children must be the priority in any decision made.

Concerns can be mentioned to the designated protection person whose details are below or to North Lincolnshire Adult Protection Team.

BUSPC is committed to ensuring that all individuals have the ability to raise genuine concerns in good faith without fear of victimisation, subsequent discrimination or disadvantage, even if they turn out to be mistaken.

## **CONTACT INFORMATION**

MAIN CONTACT FOR THE ORGANISATION:

Candace Brent, Tel. 07982265914.

DESIGNATED/SENIOR CHILD PROTECTION PERSON:

Cathy Harber, Tel. 07854529379

DEPUTY DESIGNATED CHILD PROTECTION PERSON:

Candace Brent, Tel. 07982265914.

NORTH LINCOLNSHIRE CHILDREN SERVICES, CHURCH SQUARE HOUSE, CHURCH SQUARE,  
SCUNTHORPE DN15 6XQ 01724 296500 OR 01724 296555 [EXTENDED HOURS]

POLICE NON EMERGENCY 101

POLICE EMERGENCY 999

LOCAL AUTHORITY DESIGNATED OFFICER, INDEPENDENT REVIEWING SERVICE 01724  
298293

This policy is adopted by:

Burton upon Stather Parish Council

The Parish Office

High Street

Burton upon Stather

DN15 9DE

Tel: 01724 489981 Mobile: 07982265914

*C E Brent*