

**CYNGOR CYMUNED LLANILLTUD FAERDREF  
LLANTWIT FARDRE COMMUNITY COUNCIL**



**SAFEGUARDING POLICY**

**Adopted – 3<sup>rd</sup> October, 2022**



## 1. INTRODUCTION

- 1.1 Llantwit Fardre Community Council fully accepts its role and responsibility in safeguarding children and vulnerable people. This policy is intended for all staff, elected Members, volunteers and contractors and will apply to any persons involved with work for or on behalf of the Council in **any** setting. This policy is vital to the Council's role as owner, provider and operator of children's play areas, open spaces including any facility that the Council provides.
- 1.2 Therefore, safeguarding is everybody's business and everybody has the right to be safe, no matter who they are or what their circumstances.
- 1.3 Llantwit Fardre Community Council aims to work in a way that helps, as far as is possible to safeguard the welfare of children and young people and vulnerable adults.
- 1.4 Llantwit Fardre Community Council acknowledges that in providing facilities for children, young people and vulnerable adults there is a need to recognise physical and emotional wellbeing.

## 2. Responding to Disclosure, Suspicions and Allegations of Abuse

- 2.1 It is not the responsibility of LFCC to decide whether or not abuse is taking place. False allegations do occur but these are extremely rare. If a person says or indicates that they are being abused or information is obtained which gives concern that a person may be being abused, immediate action should be taken.
- 2.2 Categories of abuse are physical abuse, emotional abuse, sexual abuse, sexual exploitation and financial or material abuse.
- 2.3 Llantwit Fardre Community Council will inform the appropriate authority of any suspected cases of abuse reported to them.

## 3. Confidentiality

- 3.1 Confidentiality is a key issue in safeguarding children, young people and vulnerable adults. Whilst information generally should not be shared, it must be shared with appropriate agencies to ensure that a person is not left unprotected.

## 4. Data Protection

- 4.1 Occasionally there will be a need or requirement to collect and use certain types of information on children, young people and vulnerable adults. Any personal information required or collected must be dealt with properly, however it is recorded and used, whether on paper, in a computer, or recorded on other material. There are safeguards to ensure this in the Data Protection Act 1998.

Wherever such information is kept, there is a need to comply and adhere to the principles of data protection, as enumerated in the Data Protection Act 1998.

## 5. Designated Person

- 5.1 Llantwit Fardre Community Council's designated lead for Safeguarding is the Clerk. The role of the Designated Person is to be the main contact point for the referral of any allegations that have occurred in any of the Community Council's play areas, open spaces or any other facility that the Council provides.
- 5.2 He/she will be familiar with protection procedures; ensure there are effective internal procedures to handle concerns; be the link person with relevant agencies.

## 6. Reporting Concerns

- 6.1 If the Clerk is unavailable report concerns directly to the local Safeguarding team at Rhondda Cynon Taf County Borough Council. Contact details are below:
  - **Children** – RCT Contact Centre **01443 425006**; Out of Hours – **01443 743665**.
  - **Adults** – Social Care Support – **01443 425003** (Mon-Fri 8.30 -5pm); Emergency Duty Team (outside these hours) **01443 743665 / 01443 657225**.
- 6.2 If there is cause for concern, anything seen or heard should be written down, and the document kept safe and confidential. If there is an imminent risk of harm, a 999 call should be made, otherwise a call to 101.