



Adopted: 9 June 2026

Buxted Parish Council - Draft Safeguarding Policy

1. Introduction

- 1.1 Everyone has a duty to safeguard children, young people and vulnerable adults.
- 1.2 This policy outlines practices that will promote the safety of children, young people and vulnerable adults using Buxted Parish Council facilities.

2. Definitions

- 2.1 Children and young people: anyone under the age of 18 years.
- 2.2 Vulnerable adult: anyone over 18 who is unable to care for themselves; unable to protect themselves from significant harm or exploitation; or may need community care services.

3. To whom this policy applies

- 3.1 This policy applies to anyone working for or on behalf of Buxted Parish Council whether in a paid, voluntary or commissioned capacity.

4. Promoting a safe environment

- 4.1 In order to promote a safe environment for children, young people and vulnerable adults, Buxted Parish Council wishes to promote a safe culture in its premises and activity areas. In order to achieve this, Buxted Parish Council will:
 - provide safe facilities and undertake regular safety assessments;
 - ensure that employees and councillors are aware of safeguarding expectations;
 - make available on public noticeboards and to employees and councillors relevant contact details
- 4.2 All staff, councillors and volunteers should take care not to place themselves in a vulnerable position with a child or vulnerable adult.
- 4.3 Employees, councillors and volunteers all have a duty to protect children, young people and vulnerable adults but are not responsible for deciding whether abuse is taking place. If they have concerns, these should be passed on to the same authorities as detailed below as soon as possible. (see section 5)

5. Allegations against staff and volunteers

5.1 No attempt should be made to investigate or act on any allegation before consultation with the East Sussex Safeguarding Children's and Adults teams (contact details below).

6. Whistleblowing

6.1 We recognise that children or vulnerable adults cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.

6.2 All staff and volunteers should be aware of their duty to raise concerns about the attitude or actions of colleagues.

7. What should be a cause for concern

7.1 Staff and volunteers should be concerned by any behaviour, action or inaction, which significantly harms the physical and/or emotional development of a child or a vulnerable adult. A child or vulnerable adult may be abused by parents, other relatives or carers, professionals and their peers, and abuse can occur in any family OR in any other area of society, regardless of social class, wealth or geographical location.

7.2 Ideally, staff and volunteers who engage with children or vulnerable adults on behalf of the council will have accessed appropriate training.

7.3 Further information about types of abuse, signs to look for and what to do if you are concerned are also available on the East Sussex Safeguarding Children Partnership and East Sussex County Council and website.

East Sussex Safeguarding Children:

East Sussex Safeguarding Children Partnership - If you are concerned about a child for any reason, please use the following contact numbers; however, if it is an emergency situation (e.g. a child is in danger or has been left alone) please contact the Police on 999.

East Sussex Single Point of Access (SPoA)
Mon-Thurs 8.30am-5pm and Fri 8.30am-4.30pm.
Phone: 01323 464222
Emergency Duty Team – 01273 335905

East Sussex Safeguarding Adults:

If you are worried that someone is being abused, neglected or exploited, please tell them. Phone us on 0345 60 80 191 or report your concern online: <https://www.eastsussex.gov.uk/social-care/worried/report>

If you need medical advice and support fast, but it's not life threatening, call your GP or NHS 111.

Area-wide:

Sussex Police – 101

NSPCC Helpline – 0808 800 5000

You should always call 999 in an emergency – for example when someone's life is at risk or someone is seriously injured or critically ill.