

Parish Clerk
The Parish Office, The
Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

email: parishclerk@

willingdonandjevingtonparishcouncil.gov.uk

www.willingdonandjevington.org.uk

Child Protection and Vulnerable Persons Safeguarding Policy

Responsibility: Finance & General Purposes

Review Cycle: Every three years

Date of Review & Adoption	Resolution Number	Date of next review
15/06/2026	PC26/63	06/2026

1.Introduction

1.1 Willingdon and Jevington Parish Council is committed to taking all reasonable precautions to safeguard the welfare of children and vulnerable persons that they come into contact with. The Parish Council promotes a safeguarding culture and environment.

The Council recognise that abuse can happen anywhere and can be caused by anyone.

2.Safeguarding

2.1The Parish Council will endeavour to safeguard children and vulnerable persons, in that:

- The welfare of the child/ vulnerable adult is paramount.
- All children and vulnerable adults have the right to protection from abuse, neglect and exploitation.
- All suspicions and allegations of abuse, neglect and/or exploitation will be taken seriously and responded to swiftly and appropriately.
- All staff, volunteers and elected members of the council have a responsibility to report concerns.

3.Types of Abuse – Children and Vulnerable Persons

3.1 We recognise the need to be vigilant against any form of ill-treatment or abuse of a child or vulnerable person (sometimes called significant harm). This could involve physical, emotional or sexual abuse or neglect.

4.Making a referral to the Local Authority Children's Social Care team

4.1 In an emergency ALWAYS call 999.

4.2 If a child is considered to be at **risk of significant harm**, the ESCC Single Point of Advice (SPoA) MUST be contacted on **01323 464222**. (Monday to Thursday 8.30am to 5pm and Friday 8.30am to 4.30pm).

4.3 Further information can be found at <http://www.eastsussexlscb.org.uk/>

4.4 For a serious concern about a child that cannot wait until the next working day, contact the Emergency Duty Service:

Weekdays from 5pm to 8.30am. Also, weekends and bank holidays

01273-335906 OR

01273-335905

5. Making a referral to the Local Authority Adult's Safeguarding Board

5.1 In an emergency ALWAYS call 999

5.2 If an adult is considered to be at **risk of significant harm**, the Health and Social Care Connect MUST be contacted on **0345 60 80 191 / text 07797 878 111**. 8am to 8pm 7 days a week including Bank holidays.

5.3 Further information can be found at <https://www.eastsussex.gov.uk/socialcare>

5.4 Out of hours emergencies: phone 0345 60 80 191 and select **option 2** to connect to the Emergency Duty Service.

6. Duty of Care

6.1 Disclosure and Barring Service (DBS) checks will be carried out where necessary in accordance with the eligibility criteria in the Rehabilitations of Offenders Act 1974 (Exceptions) Order 1975.

6.2 Willingdon and Jevington Parish Council have a duty of care towards others which is managed by a range of processes including risk assessment and health & safety practices.

6.3 Allegations or suspicions of inappropriate behaviour by a member of staff or Councillor must be referred immediately to the Clerk who will refer the matter to the East Sussex County Council SPOA or Health and Social Care Connect contacts above, for investigation.