

Safeguarding Children and Adults Corporate Policy Statement



www.milton-keynes.gov.uk

Date issued: 6 October 2011
Last reviewed: August 2015
Next review due: September 2016
Document owners: Head of Safeguarding
Assistant Director – Older People and Physical Disability Services
Approved by: Strategic Director – Adult Social Care and Health Partnerships
Service Director – Children’s Social Care
Corporate Director – People / DCS

Milton Keynes Council

Safeguarding Children and Adults

Corporate Policy Statement

Milton Keynes Council is committed to making sure that everyone living in Milton Keynes is safe and protected and that our specific statutory responsibilities to safeguard children and vulnerable adults are effectively met.

Safeguarding children and adults from abuse is everybody's business. We all share a responsibility, both corporately and individually, to ensure that every person in society is treated with dignity and respect and protected from others who may abuse them. All council employees, elected members and contractors who come into contact with children or vulnerable adults in the course of their work have a duty of care to safeguard and promote their welfare and to work to prevent, detect and report neglect and abuse.

As part of the council's commitment to safeguarding, we work actively with our partners under the auspices of the **Local Safeguarding Children Board (MKSCB)** and **Safeguarding Adults Board (MKSAB)**, to ensure that statutory guidance is followed, awareness and good practice is promoted and the children's workforce is safe and effective.

What is safeguarding?

Protecting children from maltreatment; preventing the impairment of health or development; ensuring that children are growing up in circumstances consistent with the provision of safe and effective care and taking action to enable all children to have the best outcomes.
(Working Together to Safeguard Children 2015).

Child protection is a part of safeguarding and promoting welfare. This refers to activity that is undertaken to protect specific children who are suffering or likely to suffer significant harm
(Working Together to Safeguard Children 2015).

An adult at risk of abuse is anyone who has needs for care and support (whether or not the local authority is meeting any of those needs); is experiencing, or is at risk of, abuse or neglect; and as a result of those needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

The responsibilities of Milton Keynes Council

Milton Keynes Council has a duty to safeguard and promote the welfare of children and of adults who may be at risk of harm. The council endeavors to ensure that everyone working with, or on behalf of, children and/or adults is competent, confident and safe to do so.

The council promotes safer recruitment policy and practices. Disclosure and Barring (DBS) checks are undertaken for employees in accordance with statutory and regulatory requirements (Protection of Freedoms Act 2012). Checks are undertaken to ensure that staff, where appropriate, are registered with relevant professional and other bodies e.g. social workers and teachers. Safeguarding responsibilities for all employees must be included in recruitment materials, including job descriptions, and routinely discussed as part of management and supervision processes. There must be clear and well understood lines of accountability and support regarding safeguarding in each service area throughout the council. These must be clearly understood and supported by relevant staff guidance, the code of conduct and disciplinary procedures.

The council has a range of policies and guidance that encourage and support staff to raise concerns about the safety and welfare of children or adults towards whom we have safeguarding responsibilities. These include the ['Whistle Blowing Policy'](#), which provides guidance for staff and the public to report concerns about other employees/contractors or about the way the council operates.

The council endeavours to ensure that, through procurement processes, services commissioned and contracted on its behalf have safeguarding responsibilities built in to contracts and that appropriate policies and staff training are in place. This includes an expectation that any person or organisation using the council premises or resources adheres to the council's safeguarding standards.

All employees whose work brings them into contact with children and/or vulnerable adults at risk should complete basic awareness safeguarding training. This is available through the council's intranet, either as e-learning or through its induction materials and training brochures provided. More specialist single and inter-agency training opportunities are available for those who work routinely with children and young people and/or vulnerable adults at a level appropriate to their role and responsibilities (see further information below).

Elected members, led by the lead members for children and for adults, have a responsibility to be aware of, and support, the council's safeguarding responsibilities and to scrutinise how these are carried out in the planning and delivery of services.

Safeguarding responsibilities of employees of Milton Keynes Council

The council expects **all employees** to take all reasonable steps to ensure the safety of any child or adult involved in any activity or interaction for which they are responsible. Any person responsible for or working with children or vulnerable adults in any capacity, whether paid or unpaid, is considered, both legally and morally, to owe them a duty of care. This includes a duty to behave in a manner that does not threaten, harm or put people at risk of harm from others. All employees also have a responsibility to conduct themselves in their private lives in a manner that does not compromise their position in the workplace or call in to question their suitability to work with children or vulnerable adults.

All members of the council's workforce should:

- be alert to the possibility of abuse and neglect;
- participate in relevant safeguarding training and multi-agency partnership working to safeguard children and adults;
- be familiar with local procedures and protocols for safeguarding children and vulnerable adults and follow the employer's and any relevant professional codes of conduct;
- report any concerns about the safety or welfare of a child or adult.

All employees working for or on behalf of the council have a duty to report any child or vulnerable adult protection or welfare concerns.

Milton Keynes Council's HR Disciplinary Policy and Code of Conduct make it clear that failure to report on a safeguarding matter (this could concern a child or vulnerable adult) may result in disciplinary proceedings. Each service area should have a designated, trained member of staff for safeguarding. This officer offers advice and guidance and is responsible for ensuring procedures are followed regarding concerns about child/ vulnerable adult abuse, including allegations against members of staff.

Advice can be sought and referrals should be made to the Children's Services Multi-Agency Safeguarding Hub (MASH) **or** Adult Social Care Access Team (ASCAT) as relevant.

Allegations about people who work with children are dealt with by the Local Authority Designated Officer (LADO) (see contact details below).

For further guidance see [MKSCB Inter-agency Safeguarding Procedures](#) and [Adults at Risk \(Safeguarding\) - Milton Keynes Council](#)

Monitoring

The monitoring of the policy statement across the Council will be carried out in a range of ways, including through internal audit and HR recruitment, induction processes, performance challenge and through *Working Together Section 11* audits by the Milton Keynes Safeguarding Children Board.

Contacts and further information

Children's Services Multi-Agency Safeguarding Hub (MASH):

Tel: 01908 253169 or 253170 during office hours or 01908 265545 out of office hours
email: children@milton-keynes.gov.uk

For allegations about people who work with children:

Local Authority Designated Office (LADO)
Tel: 01908 254306
email: lado@milton-keynes.gov.uk

Adult Social Care Access Team:

Tel: 01908 253772 during office hours or 01908 605650 out of office hours
Minicom: 01908 253394
email: ascat@milton-keynes.gov.uk

More information and guidance about safeguarding children, including inter-agency training opportunities, can be found on the Milton Keynes Safeguarding Children Board website: www.mkscb.org/mkscb/

More information and guidance on safeguarding adults at risk of abuse can be found here: [Adults at Risk \(Safeguarding\) - Milton Keynes Council](#)



Available in audio, large print,
Braille and other languages

Tel 01908 254300

Milton Keynes Council
Civic Offices
1 Saxon Gate East
Central Milton Keynes
MK9 3EJ

T 01908 254300
E children@milton-keynes.gov.uk
or ascat@milton-keynes.gov.uk
W www.milton-keynes.gov.uk