

APPENDIX 6 - SAFEGUARDING POLICY TEMPLATE

This example of a Safeguarding Policy template is used with permission from [Connect](#)
 It can be tailored to meet the individual needs of Parent Councils.

.....X..... School

Parent Council

Safeguarding Policy

1. Aims of this policy

.....X.....Parent Council take the welfare of children, young people and vulnerable adults seriously. As a Parent Council we may be made aware, either individually or as a group, of concerns for a child's safety.

This policy pertains only to something you become aware of directly through your role in the parent council.

This policy should be read in conjunction with [Connect's PVG and Child Protection](#) pack and the school's Child Protection and Welfare procedures.

2. Action

- If there is an immediate risk to a child you should call 999.
- In the event that you are made aware of a safeguarding risk to a child, you should contact the safeguarding officer at the school or the Headteacher at your earliest convenience.
- If the group is made aware of any safeguarding risk to a child, one named person (the Chairperson) shall be responsible for reporting to the safeguarding officer or the Head teacher at their earliest convenience.
- When one person is made aware of a risk to a child, they should not discuss this with other members of the group to ensure confidentiality is kept as much as possible.
- If anyone in the group is made aware of any other issues that do not constitute a risk to a child but that may need to be investigated or taken further, they should bring the information to the group for discussion.

Scheme for the Establishment of Parent Councils (2018 updated December 2022)
Directorate of Education and Learning - Curriculum and Quality Assurance Team

3. Complaints

We will make a reference to Disclosure Scotland if an individual harms a child or puts a child at risk of harm. If necessary, the police will also be informed. The Parent Council may take the decision to remove the person from their post or they may leave of their own accord. Any complaint will be investigated in line with the Parent Council Code of Conduct.