

Little Gransden Village Hall (Charity number: 300404)

Safeguarding Policy Statement and Procedures

All Little Gransden Village Hall Management Committee (VHMC or the Committee) members and volunteers have a duty to safeguard vulnerable users of the hall and its premises and those who may come into contact with vulnerable users. They should respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation or exploitation of a vulnerable person.

This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Principles

The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone. All children and vulnerable adults, without exception, have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards any person will not be permitted or tolerated.

Definitions

For the purposes of this policy children and young people are defined as those persons aged under 18 years old.

Adults at risk refers to someone over 18 years old who, according to Section 42 of the Care Act 2014:

- Has care and support needs
- Is experiencing, or is at risk of, abuse or neglect
- As a result of their care and support needs is unable to protect themselves against abuse, neglect or the risk of it.

Policy Statement

Little Gransden Village Hall has a zero-tolerance approach to abuse and will take all reasonable action to protect children and adults from abuse or neglect. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998.

The VHMC recognises that under the Care Act 2014, it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004.

1. No member of the VHMC, helpers or other volunteers or staff will have unsupervised access to children or vulnerable adults unless they have been through safe recruitment procedures and introductory Safeguarding training.
2. All suspicions or allegations of abuse against a child will be taken seriously and dealt with speedily and appropriately.
3. All staff and volunteers need to be aware of this policy, child protection, and vulnerable adult issues, and should be offered introductory training.

4. There will be a nominated and named Safeguarding Officer to who any suspicions or concerns should be reported. This person is Rachel Fogg.
5. The VHMC will endeavour to keep the premises safe for use by children and vulnerable adults. The committee recognises that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled adults.
6. Any organisations or individuals hiring the hall for the purposes of holding activities where Ofsted registration is required should show their registration and their own Safeguarding Policy and evidence of safe recruitment processes used to appoint staff who will be working with children or vulnerable adults in any kind of activity.
7. The Committee will ensure that hirers are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold to those under the age of 18. The Committee will ensure that hirers are aware that no children may be admitted to films when they are below the age classification for the film or show. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.

Reporting Incidents

The nominated Safeguarding Officer will have responsibility for reporting concerns that arise, as a matter of urgency, to the local authority Child Protection and Vulnerable Adult lead agency. The representative may choose to have a confidential discussion with others in order to clear up any misunderstandings or to corroborate and support any suspicions before reporting a concern to the lead agency.

The nominated person should:

- know who to contact at the local authority
- know who to contact in Social Services for advice and referrals
- know about helplines and other sources of help for children and young people and vulnerable adults
- ensure that there is an environment in which individuals have the opportunity to raise any child protection or vulnerable adult protection concerns.

Procedures

1. All Committee members and volunteers will be given this policy and other more detailed information about child protection where appropriate.
2. A copy of the policy will be displayed for the attention of all in the Village Hall and made available on request to hirers.
3. Organisations hiring the hall for activities for children will be asked to show their Safeguarding Policy before the first booking commences. Individuals hiring the hall for activities for children will be made aware of this policy. Organisations hiring the hall for activities specifically involving vulnerable adults will be asked to show their Safeguarding Policy before the first booking commences. Other organisations hiring the hall whose activities may involve vulnerable adults will be made aware of this policy.

- 4. The Committee will require hirers to report any damage, breakages or safety issues needing attention to the Bookings Officer, who will inform the appropriate people. These will be dealt with as soon as practicable, in the light of the circumstances, with provision to prevent access by children and vulnerable adults pending repair where appropriate.
- 5. A hiring agreement which includes appropriate clauses will be entered into for all hirings for licensable activities. The Committee will ensure that these provisions are observed when holding any licensable activities itself. The Committee will give written instructions to those selling alcohol concerning the licensing offences which must be avoided.
- 6. Contractors engaged to carry out work at the premises must not be allowed unsupervised access to children or vulnerable adults. Appropriate supervision will be arranged if necessary.
- 7. If the premises might be used by more than one hirer, the attention of hirers will be drawn to the need to ensure that children and vulnerable adults are supervised when using toilets.

This policy will be reviewed by the Village Hall Management Committee annually and updated as appropriate in the interim periods.

Reviewed, approved and signed 16 March 2023

Signed..... Date

Chair, Little Gransden Village Hall