



Updated: 5th September, 2023

Safeguarding Policy

Safeguarding Vulnerable Users

Ashwick and Oakhill village Hall is run by volunteers who are Trustees. It does not have any employees.

We have a duty of care to safeguard vulnerable users of the Hall and its premises and those who may come into contact with vulnerable users. These include: all trustees, volunteers and any staff, all those attending any activity or service that is being delivered from the village hall charity property, all visitors and contractors.

Any concerns regarding the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation, humiliation or exploitation of a vulnerable person should be responded to. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Vulnerable users could include:

- children
- young people
- adults with learning difficulties or physical disability
- frail, elderly people
- carers

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 children or vulnerable adults will not be permitted or tolerated.

Policy Statement

1. No member of the Trustees, helpers or other volunteers will have unsupervised access to children or vulnerable adults unless they have been appropriately vetted and trained including having the appropriate DBS check. An Enhanced DBS check may be needed in certain circumstances (for example, if ever any vulnerable user would be in receipt of healthcare or personal care). In the instance that a DBS check reveals a positive disclosure, this would need full discussion as to the seriousness and nature of the offence before any appointment is considered.
2. All suspicions or allegations of abuse against a child will be taken seriously and dealt with speedily and appropriately.
3. All Trustees and volunteers will be made aware of this policy and child protection and vulnerable adult issues.
4. A Trustee will be nominated to be responsible for vulnerable person matters to whom any suspicions or concerns should be reported. Please note though in an emergency situation, it is advisable to call 999 and ask for the Police.
5. The Trustees will endeavour to keep the premises safe for use by children and vulnerable adults. The Trustees recognise that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled children and adults.
6. Any organisations or individuals hiring the Hall or meeting room for the purposes of holding activities where Ofsted registration is required should show their registration and their own Child Protection Policy. Safe recruitment processes should be used to appoint staff who will be working with children or vulnerable adults in any kind of activity.

7. The Trustees 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 Trustees 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.
8. These policies and procedures will be reviewed annually and updated as appropriate in the interim period.

Procedures

1. All members of the committee will have signed the Trustee statement of Eligibility form for trustees, which includes a declaration that they have no convictions in relation to abuse.
2. All Trustees and volunteers will be given information about child protection and encouraged to attend appropriate Child Protection and Protection of Vulnerable Adults training where possible.
3. A member of the committee is appointed to be responsible for child and adult at risk safeguarding matters. This Safeguarding Officer will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency. Please see contact details below *
4. An annual review will take place following the AGM to allow for any required up-date of policies and or procedures. New Trustees and volunteers must be given an induction to this policy and understand their responsibilities.
5. A copy of the policy will be displayed for the attention of all in the Village Hall, on the Village Hall link via the Parish Council website and be issued to all hirers via the online booking system, Hallmaster, for an appropriate risk assessment to be carried out.
6. Organisations hiring the Hall for activities for children will be asked to show their Child Protection 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 Vulnerable Adults Protection Policy before the first booking commences. Other organisations or individuals hiring the Hall whose activities may involve vulnerable adults will be made aware of this policy.
7. The Trustees will require hirers to report any damage, breakages or safety issues needing attention to the bookings secretary, 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.
8. A hiring agreement which includes appropriate clauses will be entered into for all hire for licensable activities. The Trustees will ensure these provisions are observed when holding licensable activities themselves.
9. 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.
10. 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.

* The Safeguarding Officer responsible is Laura Rogers (phone number 07896 832426) until the May 2024 Ashwick & Oakhill Village Hall AGM when this policy will be reviewed and updated.

Somerset Safeguarding Children Partnership

If you are worried about a child or young person who could be in danger, please contact: Children's Social Care on 0300 123 2224. Email: childrens@somerset.gov.uk Police: 101 or in an emergency 999

Somerset Safeguarding Adults Board

If you are worried about a vulnerable adult who could be in danger, please contact: Adult Social Care on 0300 123 2224. Email: adults@somerset.gov.uk Police: 101 or in an emergency 999

For more information, help and guidance, please visit:

<https://www.nhs.uk/conditions/social-care-and-support-guide/help-from-social-services-and-charities/abuse-and-neglect-vulnerable-adults/#:~:text=Neglect%20includes%20not%20being%20provided,medicines%20all%20count%20as%20neglect>
<https://learning.nspcc.org.uk/research-resources/briefings/definitions-signs-child-abuse>