

Worminghall Village Hall

Safeguarding Policy

Introduction

Worminghall Village Hall is a community organisation with charitable status. It is managed by a Board of Trustees and run by a voluntary management committee, with the aid of additional volunteers.

Everyone has a duty to safeguard vulnerable users of the Hall and its premises and those who may meet vulnerable users. Vulnerable users could include children, young people, adults with learning difficulties or physical disability, frail, elderly people, and carers.

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.

Policy Statement

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.

Procedures

1. All trustees and volunteers will be given information about child protection and will be encouraged to attend appropriate Child Protection and Protection of Vulnerable Adults training where possible.
2. The nominated Safeguarding representative Secretary of the Trustees will have responsibility for reporting concerns that arise, as a matter of urgency, to the local authority Child Protection and Vulnerable Adult lead agency.
3. 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.
4. A copy of the policy will be displayed for the attention of all, on the Village Hall website and be made available on request to hirers.
5. The Hirer booking the hall for a celebration event ie birthday etc will be responsible for providing copies of public liability insurance or other relevant documentation of any 3rd party providers upon request before the booking commences.
6. The Hirer will take responsibility for ensuring all risk assessments, safe recruitment, DBS checks, insurance, data protection, safeguarding policy, first aid are appropriately considered and provide copies of relevant documentation to the Secretary of the

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Trustees when hiring the hall for any activity/club/group etc involving children and vulnerable adults before the first booking commences.

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.
8. A hiring agreement which includes appropriate clauses will be entered into for all hirings 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.

Policy adopted: September 2021, Revised January 2023