

## **Chittlehampton Village Hall**

### **Safeguarding Policy**

Registered Charity: 1200197

#### **Purpose**

- This statement of policy and procedures applies to users of, and activities in, Chittlehampton village hall.
- The Chittlehampton Village Hall Trustees and all volunteers have a duty to safeguard all vulnerable users of the hall and its premises
- They should respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a child, young person or vulnerable adult or concerns relating to discriminatory or financial violation or exploitation of a child, young person or vulnerable adult.
- This policy is in place to protect all children, young persons or vulnerable adults regardless of gender, ethnicity, disability, sexuality, religion or faith. This policy applies to all users of the village hall and its environs managed by the Trustees.

#### **Principles**

- The welfare of the child, young person or vulnerable adult is paramount and is the responsibility of everyone. All children, young people or vulnerable adults, without exception, have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. All users of the hall must have their privacy respected and dignity preserved at all times.
- The responsibility for ensuring the safety of children, young people or vulnerable adults while at the hall rest with the individual or organisation hiring the hall.
- Trustees are aware of the work done by the Multi-Agency Safeguarding Hub (MASH) in Devon and other local support organisations.
- All suspicions and allegation of abuse must be taken seriously and dealt with swiftly.

#### **Policy Statement**

- All village hall Trustees, committee and volunteers must be aware of the Safeguarding Policy.
- No member of the Trustees, committees or volunteers will have unsupervised access to children, young people or vulnerable adults.
- Any organisations or individuals hiring the hall for the purposes of holding activities involving children, young people or vulnerable adults must confirm by signing the terms and conditions of booking that they have read this policy document.

- 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.
- Organisations hiring the hall for activities for children or vulnerable adults will be asked to confirm that they have suitable child protection policies or vulnerable adult protection policies in place before the first booking commences. Individuals hiring the hall for activities for children will be made aware of this policy.
- Any Trustee or user of the village hall should be aware that if they have a concern about a child or young person or vulnerable they should contact the multi-agency safeguarding hub (MASH) on 0345 155 1071 or email [mashsecure@devon.gcsx.gov.uk](mailto:mashsecure@devon.gcsx.gov.uk)
- If they think a vulnerable adult is being abused in any way they should contact Care Direct on 0345 155 1007 or email [caredirect@devon.gov.uk](mailto:caredirect@devon.gov.uk).
- If they consider a child, young person or vulnerable adult to be at immediate risk they should contact the Police by telephoning 999.
- All suspicions or allegations of abuse against a child, young person or vulnerable adult will be taken seriously and dealt with speedily and appropriately.
- There will be a nominated and named child protection and vulnerable user representative to whom any suspicions or concerns may be reported.
- A copy of this policy will be available on the website and displayed in the village hall. Hirers must have their attention drawn to it.
- The supervision of all groups remains the responsibility of the people who hire the hall and sign the terms and conditions of booking.

### **Trustee Safeguarding Responsibilities**

This safeguarding policy will be reviewed and approved by the Trustees annually.

Trustees will be aware of and will comply with the Charity Commission guidance on safeguarding and protecting people and the actions trustee boards need to take to ensure good safeguarding governance. (See appendix below).

A lead trustee/committee will be given responsibility for the oversight of all aspects of safeguarding.

The nominated child protection and vulnerable adult representative is:

John ADDE

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The nominated person should:

Know who to contact for advice and referrals

Know about helplines and other sources of help for children and young people and vulnerable adults

Conduct an annual risk assessment with recommendations to the trustees.

## Appendix

**Actions trustee boards need to take to ensure good safeguarding governance Safeguarding should be a key governance priority for all charities**

1. Ensure the charity has adequate safeguarding policies and procedures.
2. Identify possible risks, including risks to hall users.
3. Consider how to improve safeguarding within the charity.
4. Ensure that everyone involved with the charity knows how to recognise, respond to, report and record a safeguarding concern.
5. Periodically review safeguarding policy and procedures.

Policy	Safeguarding Policy
Date Adopted	01/09/22
Date Reviewed	01/09/23
Next Review Date	01/09/24