

SAFEGUARDING POLICY

1. Purpose

Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect

This policy defines how Caryford Community Hall operates to safeguard children, young people and adults at risk of abuse or neglect.

2. Definitions

(i) children and young people are defined as persons aged under 18 years (hereafter referred to as “child” or “children”).

(ii) safeguarding and promoting the welfare of children means:

- Protecting children from maltreatment
- Preventing the impairment of children’s health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

(ii) an adult at risk of abuse or neglect (hereafter referred to as a “vulnerable adult”) means any person of 18 years of age or older who, applying s. 42 Care Act 2014, there is reason to believe:

- has care and support needs,
- is experiencing, or is at risk of experiencing, abuse or neglect, and
- as a result of their care and support needs is unable to protect himself or herself from abuse or neglect or the risk of it

(iii) abuse includes financial abuse.

(iv) an adult may be in need of care and support by reason of mental or other disability, age or illness. The person may not be able to take care of him or herself, or is unable to protect him or herself from significant harm or exploitation.

3. Coverage

This policy affects all of the following:

- trustees, observers at Committee, volunteers, contractors
- hirers and those attending any activity or event taking place in the Hall
- visitors

3. Guiding Principles

(i) the welfare of the child or vulnerable adult is paramount and is the responsibility of everyone.

(ii) every child and vulnerable adult, without exception, has the right to protection from abuse, whether physical, verbal, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards any child or vulnerable adult will not be tolerated.

(iii) the Trustees' Committee of Caryford Community Hall ("the Committee") has a duty to safeguard all children and vulnerable adults who use the hall and/or its grounds and is committed to discharging this duty towards everyone who enters our premises as a visitor or participant in an event or activity.

(iv) anyone might become vulnerable at some time in their adult life. The policy aims to ensure that the Hall's response is appropriate where someone eg finds difficulty in communicating, someone is seriously mentally unwell, someone is suicidal or someone is unable to stand up for themselves.

(v) the policy is in place to protect all children and vulnerable adults regardless of gender, ethnicity, disability, sexuality, religion or faith.

4. Requirements and procedures

- A member of the Committee will be appointed by it to be responsible for safeguarding matters which person will undertake training for this role.
- All suspicions or allegations of abuse against a child or vulnerable adult will be taken seriously and will be dealt with speedily and appropriately. Any suspicion or concern should be reported to Christine Davidson christine@caryfordhall.co.uk or 01963548016. Christine is the Safeguarding Lead appointed by the Committee, until further notice, to take responsibility for reporting concerns that arise, as a matter of urgency, to the appropriate Local Authority Child Protection agency and/or assisting any person wishing to do so.
- All Committee members and any volunteer participating in any activity involving any person or persons covered by this policy are expected to be familiar with the contents of this policy. The Committee will arrange for its members to have an annual "refresher" discussion led by the Safeguarding Lead on the contents and importance of this policy for the hall and those who use it.
- The Committee 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 and those who cannot read safety notices and physically disabled adults.
- No child will be permitted to enter the hall building without a parent or adult supervisor being present with him/her.

- It is the Hirer's responsibility to familiarise themselves with the terms and conditions of the Hiring Agreement and the Standard Conditions of Hire where these relate to the contents of this policy.
- The Committee will ensure that Hirers are made aware of their obligation under the Licensing Act 2003 to ensure that alcohol is not sold to those under 18 years of age.
- 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 on show.
- No gambling or entertainment of an adult or sexual nature shall be permitted on the premises. Neither a Bingo session or the holding of a non-commercial Race Night are, for these purposes, classed as "gambling".
- Organisations hiring the hall for activities for children/vulnerable adults will be asked to show their Child Protection/Vulnerable Adults Policy before the first booking commences. Individuals hiring the hall for activities for children/vulnerable adults will be made aware of this policy.
- In addition any Hirer using the hall to provide a facility for children (playgroups, football training, youth clubs for example) will be required to show their Disclosure and Barring Service (DBS) certificate to the Booking Secretary and the disclosure number will be recorded. Any delegation of that Hirer to other people to supervise the children is the responsibility of the Hirer and not the Committee.
- The only exception to the above is when the hall is hired out for a private children's party. The Committee takes no action to vet anyone hiring the hall for these one-off events.
- The Committee does not supervise children or vulnerable adults as part of their members function within the Committee. DBS checks are not required for them unless they will have unsupervised access to children or vulnerable adults. Should DBS checks become necessary they will be undertaken in compliance with all relevant legislation and guidance.
- When the Committee organises an event which will include children then it is always stated that children must be accompanied by a parent or guardian.

5. Review

This policy will be reviewed every three years as part of the Hallmark process or when changes occur in National Legislation or Procedures. New Committee members will be provided with an understanding of their responsibilities in line with this policy.

Reviewed and rewritten March 2023