

# **Eastling Village Hall**



## **Children and Vulnerable Adults Safeguarding Policy**

**June 2018**

## **Eastling Village Hall**

This statement of policy and procedures applies to users of, and activities in, Eastling Village Hall and any ancillary activities which are the responsibility of the Village Hall Trustees.

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

The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone. All children and vulnerable adults have the right to protection from abuse whether physical, verbal, sexual, bullying, exclusion or neglect.

All people associated with the Village Hall and its use have a responsibility for the safeguarding of children and vulnerable adults.

The Village Hall Trustees have an overall responsibility for ensuring that safeguards are fully in place, that the premises are safe for use and that policies and procedures are current and fit for purpose.

Any event organised by the Village Hall Trustees involving children and/or vulnerable adults will have a Village Hall Trustee in attendance. No member of the Trustees, contractors or volunteers will have unsupervised access to children or vulnerable adults unless in possession of appropriate clearance such as DBS or by involving somebody who does.

The Village Hall Trustees will ensure that all hirers/users of the Village Hall are aware that any safeguarding of children or vulnerable adults is the responsibility of the hirers. As such, the Hall Conditions of Use will be updated to make it clear that groups and individuals hiring the hall are responsible for their own safeguarding arrangements. Hirers also need to be aware that facilities such as the toilets might be shared with other groups and users and that appropriate supervision/arrangements should be made.

The Village Hall 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 and 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. Again, the Hall Conditions of Use will be updated to include these obligations.

This policy will be made available to all adults who book the Village Hall for any activities, covering expectations on those adults, including any Village Hall Trustees who run events or activities on behalf of the Hall. Acceptance of the Village Hall's Safeguarding Policy is part of the agreed Conditions of Use taken out on hiring the Hall. A copy of this policy will be made available on the Village Hall Website, and will be displayed for the attention of all on the Village Hall notice board.

These safeguarding policies are subject to annual review and the procedures are updated as and when necessary i.e. when regulations or recommendations change or in the light of any case reviews.

If any Village Hall user has concerns about the behaviour or actions of anyone using or associated with the Village Hall, they should immediately inform the Chair of the Trustees and the named safeguarding person for the group involved. The Village Hall will respond to suspicions or allegations of abuse by recording such incidents and making the necessary agencies aware of any potential for concern and pass them a written record of any incidents or disclosures (to be kept securely by them).