

## Walberswick Village Hall Safeguarding Policy - (2019-06-07)

### Our Safeguarding Policy

Walberswick Village Hall believes that vulnerable people should never experience abuse of any kind. We have a responsibility to promote the welfare of all and to keep them safe. We are committed to practice in a way that protects them.

We have a duty to safeguard all vulnerable users of the hall and its premises and those who may come into contact with vulnerable users. Vulnerable users could include children, young people, adults with learning, physical or mental difficulties, frail people, elderly people and carers.

This policy applies to all staff, including trustees, paid staff, volunteers and sessional workers, agency staff, and professional suppliers of activities and events at Walberswick Village Hall.

### Principles

**The welfare of vulnerable people is paramount and is the responsibility of everyone.** All have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children and vulnerable adults will not be permitted or tolerated.

#### **We recognise that:**

All children and vulnerable people, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse.

Some children and vulnerable people are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

Working in partnership with children and vulnerable people, their parents, carers and other agencies is essential in promoting their welfare.

### Policy & Procedures Statement

1. No member of the trustees, helpers or other volunteers or staff will have unsupervised access to children or vulnerable adults unless they have undergone a criminal records check processed through the Disclosure and Barring Service (DBS) and received introductory Child Protection or Vulnerable Adults Protection training.
2. All suspicions or allegations of abuse against vulnerable adults or a child will be taken seriously and dealt with speedily and appropriately.
3. All staff and volunteers need to be aware of this policy, child protection, and vulnerable adult issues, and should be offered introductory training.

4. There will be a nominated and named Safeguarding representative to whom any suspicions or concerns should be reported. This person is to be nominated annually at the AGM.
5. The management 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 of the premises by small children, those who cannot read safety notices and physically disabled adults.
6. Any organisations or individuals hiring the hall 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. These policies and procedures will be reviewed annually and updated as appropriate in interim periods.

### **Safeguarding Officer**

The nominated Child and Vulnerable Adult Safeguarding & Protection Officer will have responsibility for reporting concerns as a matter of urgency to the Local Authority Child Protection and Vulnerable Adult lead agency, and for the provision of information regarding this policy on request.

The nominated person will:

- Know who to contact at the local authority
- Know who to contact in social services for advice and referrals
- Know about help lines and other sources of help for children and vulnerable people
- Ensure there is an environment in which staff and volunteers have the opportunity to raise any child protection or vulnerable person protection concerns.

This policy was developed in **2019** and last reviewed in **July 2019**.