



Trimingham Village Hall Trust

Child and Vulnerable Adult Safeguarding Policy

Guiding Principles

The welfare of children and vulnerable adults is paramount and is the responsibility of the Village Hall Committee and **everyone** who uses the hall. All children and vulnerable adults have the right to protection from abuse, whether physical, verbal, bullying, exclusion or neglect. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Procedures

- All suspicions or allegations of abuse against a child or vulnerable adult will be taken seriously and dealt with speedily and appropriately. There are two named members of the Trust to whom your suspicions or concerns should be reported. These persons are Chris Wake (Management Committee) and Jackie Bradford (Trustee) who have the responsibility for reporting concerns that arise, as a matter of urgency, to the Local Authority Designated Officer (LADO). The hirer can, of course, report their concerns directly to the LADO (telephone number 0344 8008021).
- All Committee members and volunteers will be required to become aware of child protection and vulnerable adult issues. Relevant Acts and Department of Health Guidelines, will be held by the Committee as a reference material for members.
- The Committee recognises that a higher standard of safety is required to ensure the premises are safe when used by children and vulnerable adults.
- It is the Hirers' responsibility to obtain a copy of the Trimingham Hall Health & Safety Policy and to familiarise themselves with the contents. The Hirer will be required to sign the hiring agreement as stated in that policy.
- The Committee will ensure that hirers are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold or distributed to those under 18 years of age.
- Organisations hiring the hall for activities for children/vulnerable adults will be asked to show their Child Protection/Vulnerable Adults policy. Individuals hiring the hall for activities for children/vulnerable adults will be made aware of the Trimingham Hall Child and Vulnerable Adult Person Safeguarding Policy.
- In addition, any unsupervised user hiring the hall to provide a facility for children (playgroups, football training, youth clubs for example) will be required to show

his/her DBS disclosure certificate to the Booking Manager 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 the Committee will not vet these delegates for DBS disclosure.

- When the hall is hired out for a private children's party or any other gathering of this nature, parents and carers are always responsible for supervising their children. They will be made aware of the Trimingham Hall Child and Vulnerable Adult Safeguarding Policy when they sign the Hirer's agreement and understand that they are all responsible for the safeguarding of children and vulnerable adults.
- This policy will be reviewed on an annual basis at and/or when changes occur in National Legislation or Procedures. The reviewed policy will then be ratified during a committee meeting by all members.
- This policy will be issued to all Committee Members, Trustees and Volunteers who will be required to sign the register to indicate that they have read and understood the Policy. New Trustees and Committee members will be provided with a copy to ensure an understanding of their responsibilities.
- If you believe a child or vulnerable adult has been harmed by a person in a position of trust then you should contact the Local Authority Designated Officer (LADO) service.

Definition of Abuse

Abuse is described as "a violation of an individual's human or civil rights by any other person or persons" (Source: No Secrets, Department of Health – March 2000)

Definition of a Vulnerable Adult

"A person who is 18 years of age or over, and who may be in need of community care services by reason of mental or other disability, age or illness: and who may not be able to take care of him/herself, or is unable to protect him or herself against significant harm or exploitation." (Source: Law Commission - Who Decides? Making decisions on behalf of mentally incapacitated adults 1997)

DBS

Disclosure and Debarring Service

Policy First Issued: March 2018

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2nd Revision: 27 June 2023