

Safeguarding Policy

All Pickwell and Leesthorpe Hall Committee members, staff and volunteers have a duty to safeguard vulnerable users of the hall and those who may come into contact with vulnerable users.

They should respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation or exploitation of a vulnerable person

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

Principles

The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone. All children and vulnerable adults, without exception, have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children will not be permitted or tolerated

Policy Statement

- No member of the trustees, helpers or other volunteers or staff will have unsupervised access to children or vulnerable adults unless they have been through the safe recruitment procedure and introductory Child Protection or Vulnerable Adults Protection training.
- All suspicions or allegations of abuse against a child will be taken seriously and dealt with speedily and appropriately
- All staff and volunteers need to be aware of this policy, child protection and vulnerable adult issues.
- There will be a nominated and named Vulnerable Users Representative to whom any suspicions or concerns should be reported. That person is *Alan Johnson*
- 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, those who cannot read safety notices and physically disabled adults
- The Committee will require hirers to report any damage, breakages or safety issues needing attention to the booking clerk or a member of the committee who will inform the appropriate people. Such issues will be dealt with as soon as practicable in the light of the circumstances with provision to prevent access by children and vulnerable adults pending repair where appropriate
- Contractors engaged to carry out work to the premises must not be allowed unsupervised access to children or vulnerable adults.

- If the premises are being used by more than one Hirer, the attention of Hirers must be drawn to the need to ensure that children and vulnerable adults are supervised when using the toilet.
- 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.
- The committee 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 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 or show in question. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises
- These policies and procedures shall be reviewed annually and updated as appropriate in the interim period

Any organisations or individuals hiring the hall as a venue for an event or activity for under 18s or vulnerable adults must ensure that they are fully cognisant of relevant and current safeguarding requirements. When using the Hall they must adopt suitable procedures to ensure that they fully comply with the law, good practice and common sense including sufficient and appropriate levels of supervision at all times. The Committee reserves the right to require hirers to provide copies of their own safeguarding policies and procedures to give appropriate assurance as necessary.