

## Wicken Bonhunt Community Centre vulnerable adult and child protection policy

Registered Charity No. 1207020

### Contact

Booking secretary: ([bookingswbcc@gmail.com](mailto:bookingswbcc@gmail.com))

Committee chair: Peter Jordon [Jordan@webspider.org](mailto:Jordan@webspider.org)

The following terms are used in this document:

- Premises: St Margarets' Church, Hall and Kitchen known as Wicken Bonhunt Community Centre (WBCC). Excluding outside space
- HIRER: Any organisation, group or individual completing an agreement for use of the hall.
- Committee: Wicken Bonhunt Community Centre Management Committee and/or the Trustees' of WBCC
- Booking secretary: representative(s) of the WBCC with responsibility for the administration of bookings and centre hire.

Date	April 2024
Date of next review	April 2025
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### Principles

- The welfare of the child or the vulnerable adult is paramount and is the responsibility of everyone, without exception. All children and vulnerable adults, have the right to protection from abuse
- The **Committee** and all **HIRERS** of the WBCC have a duty to safeguard children and vulnerable adults who use the centre and its facilities.

### Definition of Abuse

- Abuse may be described as "a violation of an individual's human or civil rights by any other person or persons". This may take the form of verbal or physical bullying, sexist or racist comments, neglect and exploitative practices. This may include face to face and / or the use of social media.

### Definition of a vulnerable Adult

- A **vulnerable adult** is someone aged 18 or over who "is, or may be, in need of community services due to age, illness or a mental or physical disability and who is, or may be, unable to take care of himself/herself, or unable to protect himself/herself against significant harm or exploitation."

## Definition of a child

- A child is someone aged under 18 years of age.

## Role of the DSR (designated responsible person)

- The DSR cannot provide specialist advice but should sign post the individual to specialist services. The DSR should make a written statement of the reported incident and forward to the appropriate service.

## Policy Statement

- All suspicions or allegations of abuse against a child or vulnerable adult will be taken seriously and dealt with speedily and appropriately. If you are concerned about the safety of a child or vulnerable adult, please come forward and speak to the designated committee member listed on the poster displayed in the WBCC or report the problem to
- All Members of the **Committee** and **HIRERS** of the WBCC and its facilities should be aware of the types of abuse and how to seek help. All Members of the **Committee** and **HIRERS** have a responsibility to report concerns regarding the safety of children or a vulnerable adult.
- The **Committee** endeavours to provide premises that are safe for use by children and vulnerable adults. The **Committee** recognises that a higher standard of safety is required where use is made by children and those who cannot read safety notices as well as by disabled adults.
- The **Committee** has a responsibility to ensure that **HIRERS** are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold to anyone under 18 years of age.
- The **Committee** has a responsibility to ensure that **HIRERS** are aware that no children may be admitted to films when they are below the age classification for any films being shown.
- The **Committee** advises that gambling, (with the exception of fund raising events eg 'race nights' ) or entertainment of an adult or sexual nature is **NOT** permitted on the premises.
- Any organisation hiring the WBCC for activities for children and/or vulnerable adults will be asked to show their Child Protection and/or Vulnerable Adults policy before the first booking commences. The **Committee** advises that this should include DBS disclosure certificates, which should be provided to the bookings secretary prior to approval of the booking. The **Committee** is responsible for informing the **HIRER** of this requirement. This does not apply to private hire for 'one off' birthday parties or to events where the carer/parent/guardian is present at all times, eg Mother and toddler groups.

## General Points

- The **Committee** does not supervise children or vulnerable adults as part of its function. DBS checks are not required for its members unless they have unsupervised access to children or vulnerable adults.
- If the **Committee** organises events to include children, it is always stated that children must be accompanied by the carer/parent/guardian.
- This policy is reviewed annually and/or when changes occur in national legislation or procedures.