

# Safeguarding Policy

## Purpose

### **Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.**

This policy defines how Needingworth Village Hall charity operates to safeguard children, young people and adults at risk of abuse or neglect.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk involved as visitors and/or as participants in all activities and events. We also have a duty to safeguard and support our trustees, volunteers, and staff.

Signed: (On behalf of the Trust) Debbie Williams

Position: Chair

Date adopted and signed: confirmed in monthly committee meeting on the 15<sup>th</sup> July 2024.

This document will be reviewed annually or when changes occur which may impact the policy e.g. change in safeguarding lead, change in definition as in statute.

The next review is due on the 31<sup>st</sup> July 2026

A copy of this policy is available on the Needingworth Village Hall website and on display on the Hall notice board.

## Policy principles

There can be no excuses for not taking all reasonable action to protect adults at risk of abuse, exploitation, radicalisation, and mistreatment. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. People who are eligible to receive health and community care services may be additionally vulnerable to the violation of these rights by reason of disability, impairment, age, or illness.

Needingworth Village Hall charity has a zero-tolerance approach to abuse.

Needingworth Village Hall charity recognises that under the Care Act 2014, it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004.

Needingworth Village Hall charity is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

Needingworth Village Hall charity is aware of the work of their local safeguarding Board/Partnership and other support organisations on the development and implementation of procedures for the protection of adults vulnerable from abuse. The policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

Needingworth Village Hall Committee is committed to the following principles:

- The welfare of the child, young person or adult at risk is paramount
- All children, young people and adults at risk have the right to protection from abuse
- Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

To demonstrate commitment the committee will ensure:

- All trustees will have received a copy of this policy.
- In addition to the 'usual' agenda, safeguarding will be added as an on-going agenda item to the monthly committee meetings
- This policy will be reviewed and updated where necessary on an annual basis

## Procedures

1. All members of the committee will have signed the Declaration of Acceptance of Office for trustees which includes a declaration that they have no convictions in relation to abuse.
2. All members of the committee will familiarise themselves with safeguarding responsibilities, undertake training on safeguarding issues including whistleblowing where it is available and offered by their local safeguarding board/partnership or other local support organisation and ensure that they understand the principles set out in this policy.
3. All members of the committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
4. All members of the committee, helpers or other volunteers will not have unsupervised access to children or adults at risk unless appropriately vetted.
5. The hall committee will follow safe recruitment practices.
6. A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.

The named safeguarding lead is: **Meena Biczysko**

7. All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately. The appointed person will know who to contact and where to go for support and advice in relation to an allegation a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children or adult at risk who has:
  - a. behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.
  - b. possibly committed a criminal offence against or related to a child or adult at risk; or
  - c. behaved towards a child or children or adult at risk in a way that indicates they may pose a risk of harm to children.
8. The Booking secretary will ensure that all hirers of the hall have signed a hiring agreement. This will require all hirers who wish to use the hall for activities which include children and adults at risk, other than for hire for private parties arranged for invited friends and family, to produce a copy of their Safeguarding Policy and

evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) when requested to do so or, confirm that they have understood and will adhere to the hall's principles and procedures with regard to safeguarding.

9. No person who appears to be under the age of 18 shall be permitted to buy or consume alcohol at the Hall. Where films are shown and have been classified as 12A, 15 or 18, no person appearing to be under the relevant age shall be admitted.

## **Procedure in the event of a safeguarding incident**

- In the event of a safeguarding emergency (children and adults) call 999
- Otherwise contact the safeguarding lead Meena Biczysko by email, [Trustee1@needingworthvillage-hall.com](mailto:Trustee1@needingworthvillage-hall.com) or phone 07752537222

## Definitions

**Children and young people** are defined as those persons aged under 18 years old. This policy will apply to all staff, contractors and volunteers and will be used to support their work.

Safeguarding and promoting the welfare of children is defined as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes.

**Adult at risk of abuse or neglect.** For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 14.2 of the Care Act 2015:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk.

### Persons affected

- All trustees, volunteers, and staff
- All those attending any activity or service that is being delivered from the village hall charity property
- All visitors and contractors