

STEDHAM MEMORIAL HALL TRUST

Children, Young Person and Vulnerable Adult Safeguarding Policy

This policy and procedures apply to all users of, and activities in, Stedham Memorial Village Hall and any ancillary activities outside the hall which are the responsibility of the Village Hall Committee.

This policy is in place to protect all children, young people and vulnerable adults regardless of gender, ethnicity, disability, sexuality, religion or faith.

The welfare of children, young people and vulnerable adults is paramount and is the responsibility of everyone. All children, young people and vulnerable adults have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect.

All people associated with Stedham Memorial Village Hall and its use have a responsibility for the safeguarding of children, young people and vulnerable adults. The Village Hall Committee will make their best endeavours to keep the premises safe for use (please also see the Health and Safety policy).

Stedham Memorial Village Hall Committee insist that for any bookings where any adult is working with children, young people or vulnerable adults (elderly, mentally and/or physically disabled) and having unsupervised access, the adult is in possession of appropriate clearance, for example is DBS checked. It is the hirer's responsibility to ensure that such clearance is in place before the hiring takes place; it is the right of the Committee to ask to see evidence of this clearance should they wish. It is the responsibility of the individual or group hiring the hall to ensure that anyone who is not DBS (or equivalent) checked is not left alone with children, young people or vulnerable adults.

It is the responsibility of the person or group hiring the hall to decide if the premises and facilities are suitable for their needs in order to fulfil safeguarding requirements.

Through the hall's conditions of hire, hirers are made aware of their obligations under the Licencing Act 2003 to ensure that alcohol is not sold or given to those under the age of 18.

No children may be admitted to films being shown in the hall where they are below the age classification for the film being shown.

In the event of a child, young person or vulnerable adult not being collected from the hall after an event, the responsibility of dealing with the situation rests solely with the hirer, who if necessary should seek advice or involvement from the police.

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Any allegations of any safeguarding incident that takes place on the hall site will be reported to the relevant authorities. The matter will not be investigated by the Village Hall Committee but will be referred to the police and / or West Sussex Safeguarding Teams as appropriate.

Policy Written: September 2018

Date of next review: September 2019