

APPENDIX 9 Safeguarding Policy

RAMSDELL CHURCH AND VILLAGE HALL SAFEGUARDING POLICY

This policy applies to all trustees, VH management committee, hirers, contractors, volunteers and other visitors to the Hall.

The trustees and management committee of Ramsdell Church and Village Hall (hereafter referred to as RCVH) intend to create an environment in which children and vulnerable adults are safe from abuse and in which any suspicion of abuse is promptly and appropriately responded to.

We believe that

1. The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone.
2. All children and vulnerable adults have the right to protection from abuse, regardless of gender, ethnicity, disability, sexuality, religion or faith.
3. All people associated with the RCVH and its use have a responsibility for the safeguarding of children and vulnerable adults.

Definition of a child: *A child is defined as anyone who has not yet reached their 18th birthday. In this policy 'children' means 'children and young people'.*

Definition of a Vulnerable Adult: *A vulnerable adult is defined as a person who may be in need of services by reason of mental or other disability, age or illness and who may not be able to take care of him or herself, or is unable to protect him or herself against significant harm or exploitation.*

Definition of Abuse: *Abuse is described as a violation of an individual's human or civil rights by any other person or persons.*

Abuse includes:

- *Physical abuse, hitting, slapping, punching, burning*
- *Sexual abuse, rape, indecent assault, inappropriate touching*
- *Emotional abuse, belittling, name calling*
- *Financial or material abuse, stealing, selling assets*
- *Neglect and acts of omission, leaving in soiled clothes, failing to feed properly*
- *Discriminatory abuse (including racist, sexist, based on a person's disability and other forms of harassment}*
- *Institutional*

OBLIGATIONS OF HIRERS OF RCVH

Acceptance of the Village Hall's safeguarding policy is part of the agreed contract taken out on hiring the Hall.

Any organisations or individuals hiring the hall for the purposes of holding activities involving children or vulnerable adults are confirming by signing the terms and conditions of booking that they have appropriate safeguarding policy in place.

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.

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. No children may be admitted to films when they are below the age of classification for the film or show.

No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.

Hirers need to be aware that facilities such as toilets may be shared with other groups and that appropriate supervision / arrangements should be made.

Anyone visiting the Village Hall and wishing to take a photograph of a child or children should be aware that permission should be obtained from a parent or carer firstly to take the photograph and secondly to reproduce it. Photographs of children should only be used if written consent has been obtained from a parent, guardian or carer.

The committee will require hirers to report any damage, breakages or safety issues needing attention to the booking secretary, who will inform the appropriate people. These 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.

OBLIGATIONS OF TRUSTEES AND MANAGEMENT COMMITTEE OF RVCH

We will endeavour to keep the premises safe for use and will act quickly to rectify any problems that we are made aware of.

Whilst we do not normally run any children's club or activity, and do not normally have unaccompanied contact with children under the auspices of RCVH, we will comply with this policy where applicable. If we organise an event which includes children we will stipulate that children must be accompanied by parents or guardians.

We will require that every hirer whose hire regularly involves children or vulnerable adults has a policy that complies with current legislation and the requirements set out in this document and that they have the necessary DBS checks.

Occasional hirers, e.g. for children's parties, do not require their own approved policy but will need to observe the requirements of this policy.

IN CASE OF CONCERN:

All users of the Hall, hirers, volunteers and contractors must report any suspicions of abuse against a child or vulnerable adult to a member of the Management Committee. Concerns or allegations of abuse will be taken seriously and dealt with speedily and appropriately. Where possible, agreement should be obtained from a child's parents or guardian and from the vulnerable adult themselves before sharing personal information with third parties. Confidentiality will be maintained at all times and information will be shared on a need to know basis with the person making the allegation, the relevant

authorities and the parents, carer or guardian. The Management Committee is responsible for reporting concerns that arise, as a matter of urgency, through the process identified by the **MULTI AGENCY SAFEGUARDING HUB** whose partners are:

- Hampshire County Council's Children's Services
- Hampshire County Council's Adult Social Care
- Isle of Wight Council's Children's Services
- Hampshire Constabulary
- Hampshire NHS

FURTHER ADVICE AND SUPPORT

Child Protection:

NSPCC – www.nspcc.org.uk or 0116 234 7223

NSPCC Child Protection Helpline – 0808 800 5000

Criminal Records Bureau – www.disclosure.gov.uk

Save the Children – www.scfuk.org.uk

Early Years Partnerships – based in County Council Social Services depts.

Vulnerable Adults Protection:

Action on Elder Abuse – helpline 0808 808 8141

Age Concern – helpline 0800 009966

This policy will be reviewed annually and updated as appropriate in the interim periods.

The safeguarding officer for RCVH is MRS ALISON KELLY