

## Child and Vulnerable Adult Safeguarding Policy

***As stated on our booking documentation, compliance with this Policy is an absolute precondition for all Hirers of Cheddon Fitzpaine Memorial Hall.***

### **WHAT IS THIS POLICY?**

The Trustees of Cheddon Fitzpaine Memorial Hall (CFMH) recognise that they have a special duty of care to safeguard children and vulnerable adults under the Children Act (1989 and 2004) and Care Act (2014) respectively. This Policy formally sets out: a) the nature of our commitment to protecting the interests of vulnerable users of the hall based on a zero-tolerance approach; b) the associated procedures we have put in place to do so; and c) the safeguarding responsibilities of others. It also provides support and guidance to the Hall's Trustees, staff, volunteers and Hirers or user-group leaders by providing them with a clear operating framework for safeguarding.

**DEFINITIONS:** A **child** is anyone under the age of 18 years. A **vulnerable adult** is defined by The Department of Health defines as "a person who is aged 18 or over that does or may need community care services because of a disability (mental or other), age or illness and is someone who could be unable to look after themselves, or protect themselves from harm or exploitation."

### **WHY DO WE NEED IT?**

The Hall is a space that is routinely shared by all sectors of the community. By their very nature, village halls can present opportunities for abuse of the vulnerable by unscrupulous members of society. In raising awareness of the problem and putting suitable counter-measures are in place, The Trustees are committed to making The Hall a safe place for the vulnerable members of our society.

### **WHAT IS THE POLICY'S SCOPE?**

All children and vulnerable adults – regardless of gender, ethnicity, ability, sexuality, religion and faith – have the right to be protected and free from the fear and reality of abuse. The subjection of anybody – particularly children and vulnerable adults – to physical violence, physical or verbal bullying, sexism, racism, radicalisation, exclusion or neglect will not be tolerated in The Hall. This policy must be followed at all times by Hall staff, contractors and volunteers.

### **PROCEDURES & RESPONSIBILITIES**

**CFMH** will take all reasonable measures to create an environment that is safe for use by children and vulnerable adults. We undertake to monitor relevant legislation and revise the Policy as necessary. In any event, it will be reviewed at least annually at the ordinary meeting of Trustees that follows the Annual General Meeting.

**HIRERS** (with the exception of private groups consisting of family members and friends invited by name to attend) bringing children or vulnerable adults into the hall must have their own suitable safeguarding policy in place and CFMH reserves the right to see evidence of this. Adults responsible for children or vulnerable adults must have a current a DBS clearance in place. Any adult without such clearance is NOT allowed unsupervised access to children or vulnerable adults. It is the Hirer's responsibility to meet these requirements before the period of hire.

It is the responsibility of ALL Hirers and user-group leaders to satisfy themselves that CFMH premises and facilities are suitable for their requirements.

**In the event that a child or vulnerable adult has been abused, may have been abused, is considered to be at risk of abuse, or has not been collected at the end of a hire period, the responsibility for dealing with the situation rests solely with the Hirer or user-group leader, who must take immediate action in accordance with the following advice taken from Somerset County Council's website:**

**EITHER**

**Report a child at risk**

If you are worried about a child or young person who could be in danger please contact:

- Children's Social Care on **0300 123 2224**
- by email at [childrens@somerset.gov.uk](mailto:childrens@somerset.gov.uk)
- or the police

You can contact the police directly by dialling 101 and they will discuss with Children's Social Care what action should be taken.

**In an emergency always contact the police by dialling 999.**

If you would like to speak to a social worker outside of office hours please phone the Emergency Duty Team (EDT) on **0300 123 23 27**

**OR**

**Report a vulnerable adult at risk**

If you are worried about a vulnerable adult:

- Phone Adult Social Care on **0300 123 2224**
- Email at [adults@somerset.gov.uk](mailto:adults@somerset.gov.uk)

**In an emergency always contact the police by dialling 999**

If it is not an emergency and you want to talk with the police, dial 101

Adult Social Care will make urgent enquiries to understand the situation and make decisions about what needs to be done next, to make sure people are safe. The agency will always deal with any calls in the strictest confidence.

If you would like to speak to a social worker outside of office hours, please phone Adults and Mental Health on **0300 123 23 27**

***NOTE: Once the Hirer or user-group leader has reported a safeguarding incident as set out above, they must also notify CFMH at the earliest opportunity by contacting either Bill Rigby or Mike Batsch – see contact details below. CFMH will take all such reports seriously and independently refer them without delay to the relevant agencies.***

**Bill Rigby, Hall Manager**

Tel. 01823 413925 (messages answered within 24 hours) Mobile: 07586 413290;

e-mail: [memorialhall@hotmail.co.uk](mailto:memorialhall@hotmail.co.uk)

**Mike Batsch, Trustee Responsible for Safeguarding**

Tel. 01823 272376 Mobile: 07770 946135 E-mail: [mike.batsch@cfpc.co.uk](mailto:mike.batsch@cfpc.co.uk)