

Newick Village Hall Charity (Charity no 305287)

Children and Vulnerable Persons Policy

Introduction

Newick Village Hall Management Committee (MC) welcomes and encourages hire of the Hall from any sector of the community. With the Village Hall offering not only a large space with heating and catering facilities as required. It also has baby changing facilities, full disabled access and toileting facilities. We welcome any persons or group who might not otherwise be able to access suitable facilities for amenity and recreation.

All children and adults without exception have the right to protection from abuse, whether physical, verbal, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children and adults who utilise Newick Village Hall and its facilities will not be permitted or tolerated.

The MC takes seriously its obligations to protect and safeguard the welfare of children, young people and adults whilst undertaking activities. The MC has a duty to safeguard children and adults who utilise the Hall and its facilities, as well as those who may come into contact with users.

This policy therefore applies to those persons of any age who would normally be supervised and cared for by professionals or volunteers who hold current, relevant DBS (Disclosure and Barring Scheme) certification.

The Purpose of this Policy is to define the different responsibilities of the MC and of the Hirer.

Management Committee

1. The MC will respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a person at risk or concerns relating to discriminatory or exploitation of a vulnerable person.
2. All suspicions or allegations of abuse against a child or adult will be taken seriously and dealt with speedily and appropriately by the nominated MC Child and Adult Protection member. The member may choose to have a confidential discussion with others in order to clear up any misunderstandings or to corroborate and support any suspicions before reporting a concern to the lead agency. The nominated person must:

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- know who to contact at the local authority for advice and referrals;
 - know about helplines and other sources of help for children and young people and vulnerable adults; and
 - ensure that there is an environment in which any concerned individual has the opportunity to raise any child protection or vulnerable adult protection concern.
3. The MC is prepared to hire the Hall to anyone meeting the Conditions of Hire available on our web pages of newick.net. The MC does not 'police' any hirers activities, however because of the vulnerabilities of the persons being supervised by the hirer, the Booking Secretary may decline or cancel a hire of the Hall if any serious concerns are brought to the attention of the MC about the way any organisations, club, group or individual are running their activities.
 4. It is recognised that members of the MC do not supervise children or adults at risk as part of their function within the committee.
 5. The MC will endeavour to keep the premises safe for use by children and adults. The MC recognises that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled adults.
 6. If required the MC, Booking Secretary or Caretaker may ask for the appropriate certificated from the Disclosure and Baring Service (DBS) prior to the hall being hired.
 7. The MC will ensure that a copy of the policy is available on request to hirers.
 8. The MC, volunteers and contractors will be made aware this policy, child protection and adults at risk issues.

The Hirer

It is assumed that in hiring the Hall, any organisations, club, group or individual will have the following arrangements in place:

1. current, relevant DBS certification for all adults present. (not required for private hires such as birthday parties or other celebrations)

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2. professionals or volunteers will have appropriate training and be present in sufficient numbers for the needs of the group. (private hires only require sufficient numbers of responsible adults present)
3. appropriate insurance policies and risk assessments are in place.
4. welfare arrangements are in place – food, drink, additional toileting and cleaning supplies other than those available in the Hall.
5. where children (under the age of 16 years old) attend public events at the Village Hall they must be accompanied by a parent or appropriate adult who will maintain responsibility for them.
6. steps must be to ensure there is no underage drinking during.
7. the hirer must report any damage, breakages or safety issues needing attention to the Booking Secretary, who will inform the MC. These will be dealt with as soon as practicable, in the light of the circumstances, with provision to prevent access by children and adults at risk pending repair where appropriate.

Respecting Safeguarding

MC committee members and contractors or other persons unconnected to the hirer are not permitted to be present, except by invitation, during the hire period unless there is a significant maintenance issue that requires urgent attention or in an emergency.