

Monk Sherborne Village Hall

Registered Charity Number 1175663

Protection policy for children and vulnerable adults

Principles

The welfare of the child or vulnerable adult (as defined in the [Safeguarding Vulnerable Groups Act 2006](#) s60(1)) is paramount and is the responsibility of everyone. All children and vulnerable adults, without exception, have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. Bullying, shouting physical violence, sexism and racism towards children will not be permitted or tolerated. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

The Monk Sherborne Village Hall Management Committee (the Trustees) have a duty to safeguard vulnerable users of the village hall and those who may come into contact with vulnerable users. They should respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation or exploitation of a vulnerable person.

A copy of this policy will be displayed for the attention of all in the Village Hall and made available to hirers.

Policy

1. No member of the Trustees, helpers or other volunteers will be permitted to carry out [regulated activities](#) with respect to children or vulnerable adults unless appropriately vetted.

Procedure

Where likely to undertake [regulated activities](#), Trustees, helpers or other volunteers will be made aware of this policy and the relevant vetting procedures. Hirers must ensure that any activities for children and vulnerable adults are only provided by fit and proper persons in accordance with the Safeguarding Vulnerable Groups Act 2006 and any subsequent legislation. Hirers will be asked formally if they are intending to carry out regulated activities. If so, they must provide the Trustees with a copy of their Safeguarding Policy and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) prior to their first use of the Hall. This requirement will not apply where hire is for private parties arranged for invited friends and family only. For the purpose of this policy, mother and toddler groups run on a not-for-profit basis, where parents are in attendance at all times, shall be deemed to be a private party. The Trustees of the hall must follow safe recruitment practices.

2. A Trustee will be appointed to be responsible for child and vulnerable adult protection matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to relevant protection agency.

Procedure

The appointed person is Kim Fleming until a replacement is agreed by the Trustees.

3. All suspicions or allegations of abuse against a child or vulnerable adult will be taken seriously and dealt with speedily and appropriately.

Procedure

The appointed person will:

- Utilise the contact information on the local authority website for advice and referrals

<https://www.basingstoke.gov.uk/rte.aspx?id=1929>

- Know about other sources of help for children and young people and vulnerable adults. The following websites provide useful gateways for other advice and support:

For children:

<https://www.citizensadvice.org.uk/family/children-and-young-people/child-abuse/what-is-child-abuse/organisations-responsible-for-dealing-with-child-abuse/>

For vulnerable adults:

<http://www.safeguardingmatters.co.uk/whos-who/vulnerable-adults/>

- Encourage an environment that provides the opportunity to raise any child or vulnerable adult protection concerns.

4. All trustees and volunteers will be required to become aware of the issues surrounding children and vulnerable adults.

Procedure

ACRE's Information Sheet 5, Village halls, children and young people, will be supplied to all new Trustees and will be available to helpers and volunteers on request. Training requirements for Trustees will be reviewed at the same time as this policy.

5. The Trustees will endeavour to keep the premises safe for use by children and vulnerable adults.

Procedure

The trustees will carry out regular health, safety and fire risk assessments in line with current legislation. The committee will require hirers to report any damage, breakages or safety issues needing attention to the Booking Clerk which will be dealt with as soon as is practicable.

Contractors engaged to carry out work at the premises must not be allowed unsupervised access to children or vulnerable adults. Appropriate supervision will be arranged if necessary.

6. The committee will ensure that 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. The committee will ensure that hirers are aware that no children may be admitted to films when they are below the age classification for the film on show. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.

Procedure

The hiring agreement for the village hall will set out the obligations on the hirers with regard to alcohol and other licenced entertainment.

7. The policies and procedures will be regularly reviewed.

Procedure

An bi-annual review will take place to allow for any required up-date of policies and/or procedures.

Regulated Activity – Safeguarding Vulnerable Groups Act 2006 as amended from 10 September 2012

From 10 September 2012, regulated activity relating to **children** is defined as only:-

- unsupervised activities such as teaching, training, instructing, caring for or supervising children, or providing advice or guidance on well-being, or driving a vehicle only for children (but see next paragraph);
- work for a limited range of establishments with opportunity for contact with children, for example, schools, children's homes, childcare premises. This does not include work by supervised volunteers (but see next paragraph)
- relevant personal care, for example, washing or dressing, or health care by or supervised by a professional
- registered childminding and foster carers.

Work under the first two categories in the previous paragraph is a regulated activity only if it is done regularly. This means it is carried out by the same person frequently (at least once a week) or on four or more days in a 30-day period, or, in some cases, overnight. Overnight means between 2am and 6am. The Department for Education has produced guidance which applies in England and Wales on what constitutes regulated activity relating to children. This is available on the Department for Education website at www.education.gov.uk.

From 10 September 2012, regulated activity relating to **adults** applies to those who provide:-

- healthcare, if they are a regulated healthcare professional or are acting under the direction or supervision of one, for example, doctors, nurses, health care assistants and physiotherapists
- personal care, that is, assistance with washing and dressing, eating, drinking and toileting or teaching someone to do one of these tasks
- social work, that is, provision by a social care worker of social work which is required in connection with any health services or social services
- assistance with a person's cash, bills or shopping because of that person's age, illness or disability
- assistance with the conduct of an adult's own affairs, for example, lasting or enduring powers of attorney, or deputies appointed under the Mental Capacity Act 2005
- transportation for adults because of their age, illness or disability to, from, or between places where they receive healthcare, personal care or social work. This does not include family, friends or taxi drivers.

When working with adults, there is no requirement that these activities have to be carried out a certain number of times before a person is engaging in regulated activity.