

# Chilbolton Village Hall

## Safeguarding Policy

### Purpose

**Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.**

This policy defines how Chilbolton Village Hall operates to safeguard children, young people and adults at risk of abuse or neglect.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk involved as visitors and/or as participants in all activities and events organised and run by Chilbolton Village Hall. Our responsibilities are limited where activities and events are organised by a third party hirer and only extend as expressly provided in this policy. We also have a duty to safeguard and support our trustees who are the members of the management committee, our volunteers, and those who work for us.

### Definitions

**Children and young people** are defined as those persons aged under 18 years old. This policy will apply to all contractors and volunteers and those who work for us and will be used to support their work.

**Safeguarding and promoting the welfare of children** is defined as:

- protecting children from maltreatment;
- preventing impairment of children's health and development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care;
- taking action to enable all children to have the best outcomes.

**Adult at risk of abuse or neglect** For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to Section 42 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk.

### Persons affected

- All members of the management committee, volunteers and those who work for us.

- All those attending any activity or service that is being delivered from the village hall.
- All visitors and contractors.

### **Policy principles**

There can be no excuses for not taking all reasonable action to protect children and adults at risk from abuse or neglect. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. People who are eligible to receive health and community care services may be additionally vulnerable to the violation of these rights by reason of disability, impairment, age, or illness.

Chilbolton Village Hall as an institution has a zero-tolerance approach to abuse.

The management committee recognises that under the Care Act 2014, it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004. In either case this is when members of the management committee or any of our employees or volunteers in the course of their employment, volunteering or other activities for Chilbolton Village Hall have direct contact with adults at risk of abuse or children respectively.

The management committee is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

Chilbolton Village Hall as an institution is aware that support organisations work on the development and implementation of procedures for the protection of children and adults at risk. The policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

Chilbolton Village Hall's management committee is committed to the following principles:

- the welfare of the child, young person or adult at risk is paramount;
- all children, young people and adults at risk have the right to protection from abuse;
- safeguarding is everyone's responsibility; for services to be effective each professional and organisation should play their full part; and
- all suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

## Procedures

All members of the management committee will sign the Declaration of Acceptance of Office for trustees which includes a declaration that they have no convictions in relation to abuse.

All members of the management committee and its booking secretary will:

- familiarise themselves with safeguarding responsibilities;
- undertake training where appropriate on safeguarding issues including whistleblowing where it is available from a local support organisation;
- know how to recognise, respond to, report and record a safeguarding concern; and
- ensure that they understand the principles set out in the Policy Principles set out above.

All members of the management committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.

All members of the management committee, employees or volunteers will not have unsupervised access to children or adults at risk in the course of their role, employment or volunteering during activities and events organised and run by Chilbolton Village Hall unless appropriately vetted.

The Management Committee will follow safe recruitment practices.

A member of the management committee or another on its behalf will be appointed as Designated Safeguarding Lead (DSL) to be responsible for ensuring that safeguarding practises and procedures are in place. The DSL will be the main point of contact for hirers or anyone else regarding at the village hall. If there are safeguarding concerns regarding the DSL or any member of the management committee, they are to be reported to the Lead Trustee for Safeguarding (LTS). The DSL or, as the case may be, the LTS will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency. The DSL will also remind the management committee about the need to regularly review this safeguarding policy.

The named DSL is Kate Ballard at the present time.

The named LTS is Howard Barrie as chairman of the management committee at the present time.

All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately. The DSL will know who to contact and where to go for support and advice in relation to an allegation, a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children or adults at risk who has:

- Behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.

- Possibly committed a criminal offence against, or related to, a child or adult at risk; or
- Behaved towards a child (or children) or adult at risk in a way that indicates they may pose a risk of harm to children or adults at risk.

The Management Committee and its booking secretary will ensure that all hirers of the village hall have signed a hiring agreement and for regular hirers, ensure that they sign an up to date hiring agreement. The DSL will ensure that the village hall's hiring agreement is in line with these safeguarding principles. This will require all hirers who wish to use the hall for activities which include children or adults at risk, other than for hire for private parties arranged for invited friends and family, to produce evidence that they have a "clean" up to date check through the Disclosure and Barring Service (DBS) and have confirmed by signing the hiring agreement that they will adhere to the village hall's principles and procedures with regard to safeguarding. Organisers of village hall organised events such as the monthly coffee morning, "warm hub" and afternoon teas will be briefed orally or in writing by the DSL about safeguarding and the need and how to report safeguarding concerns. The management committee reserves the right for any committee member or the Booking Secretary to require evidence of a "clean" up to date check through the DBS for any other organiser or hirer.

The Management Committee will carry out an annual review of this policy.

*This policy was approved and adopted by the members of the Management Committee of Chilbolton Village Hall on 22 September 2025*