

# Fen Drayton Village Hall Management Committee

## Child and Vulnerable Adult Safeguarding Policy

This statement of policy & procedures applies to the Fen Drayton Village Hall Management Committee.

The welfare of the child or vulnerable adult is paramount and is the responsibility of everyone and this policy is in place to protect all children and vulnerable adults regardless of gender, ethnicity, disability, sexuality, religion or faith against abuse.

Fen Drayton Village Hall Management Committee is committed to supporting the right of children and vulnerable adults to be protected from abuse whether physical, verbal, sexual, bullying, exclusion or neglect. The Committee will work together with volunteers and hirers, in line with Cambridgeshire County Council Safeguarding policy, and act promptly when dealing with allegations or suspicions of abuse and/or neglect.

To achieve this, the Committee will appoint a named person responsible for this Policy and for coordinating, in relation to Management Committee activities, any operational activity, communication or report including acting as main contact for disclosure to the appropriate authorities. That person is Jackie Isden who may be contacted direct or through the Bookings Officer

The Management Committee will work in a way that safeguards the wellbeing of children or vulnerable adults and take appropriate steps (as outlined in Cambridgeshire County Council guidance for community organisations) if they become aware of any signs or incidents of abuse. No member of the Management Committee will have unsupervised access to children or vulnerable adults unless in possession of appropriate clearance such as DBS.

Reports, if required, will be made to

Customer Services

Cambridgeshire County Council, PO Box 144, St Ives, PE27 9AU.

Tel: 0345 045 5202 (Out of hours emergency: Emergency Duty Team 01733 234 724)

### Further communication outside of the Management Committee

- Fen Drayton Village Hall Management Committee will ensure that all users/hirers of the Hall are aware that any safeguarding of children or vulnerable adults is the responsibility of the hirers during their period of hire.
  
- Fen Drayton Village Hall Management Committee will ensure that hirers are made aware that
  - No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.
  - Alcohol will not be served to those under 18.
  - No children may be admitted to films when they are below the age classification for the film or show.

A copy of this policy is available on the Fen Drayton Village Hall website and on display on the Hall notice board.

The policy will be reviewed on a regular basis taking into account Cambridgeshire County Council's Safeguarding guidance and procedures current at the time of review and inasmuch as they relate to a community organisation like ourselves

Date adopted: 14<sup>th</sup> November 2016

Signed by: Jackie Isden

Role on Committee: Chair

Date of next review: Annual General Meeting 2018