

SAFEGUARDING POLICY

1. Purpose

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

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

Woodchurch Memorial Hall Trust recognises it has a duty of care to all those using the hall. This includes all volunteers, staff and contractors undertaking work etc. All reasonable steps need to be taken to prevent harm, and to respond appropriately when harm does occur. This Safeguarding policy is in place to ensure everyone involved in the day to day operation and use of the hall feels supported and understands their responsibilities.

This policy is informed by :

- The Care Act 2014
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012.
- Children Act 1989 and 2004

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. We also have a duty to safeguard and support our trustees, volunteers, and staff. We recognise that Safeguarding is **everyone's** responsibility

2. Definitions

Children and young people are defined as those persons under 18 years of age .

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.

Adults 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 paragraph 14.2 of the Care Act 2015:

- 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.

3. Persons affected

- All trustees, committee members, volunteers, and staff
- All those attending any activity or service that is being delivered from the Woodchurch Memorial Hall Trust property
- All visitors and contractors

4. Policy principles

There are no excuses for not taking all reasonable action to protect children and adults at risk of abuse, exploitation, radicalisation, and mistreatment. 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.

- Woodchurch Memorial Hall Trust has a zero-tolerance approach to abuse.
- Woodchurch Memorial Hall Trust recognises that under the Care Act 2014, it has a duty of care for the 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.
- Woodchurch Memorial Hall Trust is committed to promoting wellbeing, the prevention of harm and to responding effectively if concerns are raised.

Woodchurch Memorial Hall Trust will keep abreast of the work of the local safeguarding Board and other support organisations on the development and implementation of procedures for the protection of children, young people and vulnerable adults. This policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

Woodchurch Memorial Hall Trust 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
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

5. Procedures

- a. All members of the committee will sign to say they have no convictions relating to abuse.
- b. All members of the committee will familiarise themselves with their safeguarding responsibilities, sign to indicate they have read this policy, undertake training on safeguarding issues including whistleblowing if it is available.
- c. All members of the committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
- d. No member of the committee, or volunteers will have unsupervised access to children or adults at risk when conducting hall business unless appropriately vetted or circumstances permit.
- e. The hall committee will follow safe recruitment practices. Appendix 1.
- f. A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.

The named person is Alan Baker

Until the annual review of this policy May 2023

- g. All suspicions or allegations of abuse against a child or vulnerable adult at risk will be taken seriously and dealt with speedily and appropriately. The appointed person will know who to contact and where to go (appendix 2) for support and advice in relation to an allegation or concern. An allegation may relate to a person 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
 - behaved towards a child or children or adult at risk in a way that indicates they may pose a risk of harm to children.
- h. The hiring clerk ensures that all hirers of the hall have signed a hiring agreement. This will require all hirers who wish to use the hall for activities which include children and adults at risk, other than for hire for private parties arranged for invited friends and family, to produce a copy of their Safeguarding Policy .
- i. The woodchurch memorial hall trust will carry out review of this policy at least annually or sooner if a change in legislation requires it.

Appendix 1

Safer recruitment will require:

- written references are taken up and subsequently verified to ensure the author is who they say they are.
- any role likely to lead to the employee being in contact with or have access to information relating to children and young people / vulnerable adults is appropriately DBS checked
- Those responsible for interviewing to be aware of this policy and it's requirements

Appendix 2

Contact points relating to safeguarding advice, guidance and referral:

- Children Families and Education – Social Services (Central Referral Unit): Monday to Friday, 8.30am to 5pm [03000 411 111](tel:03000411111) social.services@kent.gov.uk Out-of-hours [03000 419191](tel:03000419191).
- Kent Police [01622 690690](tel:01622690690) (24 hours)
- NSPCC [0800 800 5000](tel:08008005000).