

Burton Memorial Hall

Safeguarding Policy

Introduction

All Burton Memorial Hall trustees, staff and volunteers have a duty to safeguard vulnerable users of the Hall premises and those who may come into contact with vulnerable users.

They should respond to any concerns 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. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Vulnerable users could include: children, young people, adults with learning difficulties or mental or physical disability, frail or elderly people and carers.

Principles

The welfare of the child or vulnerable adult 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, financial, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children will not be permitted or tolerated.

Policy Statement

1. No trustee, committee member, staff member or volunteer will have unsupervised access to children or vulnerable adults unless they have been through the safe recruitment procedure and introductory 'Child Protection' or 'Vulnerable Adults Protection' training.
2. All suspicions and allegations of abuse of a vulnerable adult or child will be taken seriously and dealt with speedily and appropriately.
3. All trustees, committee members, staff and volunteers will be made aware of this policy and provided with access to a more detailed safeguarding training guide.
4. There will be a nominated and named 'Vulnerable Users Representative' to whom any suspicions or concerns should be reported. This person is **Anne Nichols** (Chair).
5. The Management Committee will endeavour to keep the premises safe for use by children and vulnerable adults. The Committee recognise that a higher standard of safety is required where

use is made by small children, those who cannot read safety notices, and physically or mentally disabled adults.

6. The Management Committee will ensure that all hirers are made aware of the hirer's obligation to ensure the effective safeguarding of children and vulnerable adults whilst undertaking any activities.
7. The Management 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 Hall operates a 'Challenge 25 Policy' for the sale of alcohol on the premises by any hirer or by the Hall trustees. 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 or show. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.
8. These policies and procedures will be reviewed annually and updated as appropriate in the interim periods.
9. The nominated 'Vulnerable Users Representative' will have responsibility for reporting concerns that arise, as a matter of urgency, to the local authority 'Child Protection and Vulnerable Adult' lead agency. The Representative 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.
10. The nominated person should:
 - Know who to contact at the local authority,
 - Know who to contact in Social Services for advice and referrals,
 - Know about helplines and other sources of help for children and young people and vulnerable adults,
 - Ensure that there is an environment in which people have the opportunity to raise any child protection or vulnerable adult protection concerns.

Policy adopted 26th October 2021