

# Swanton Novers Village Hall

## Safeguarding Policy

### Introduction

Swanton Novers Village Hall Committee members have a duty to safeguard vulnerable users of the hall and those who may come into contact with vulnerable users. Vulnerable users could include:

- children
- young people
- adults with learning difficulties or physical disability
- frail, elderly people
- carers

The Committee and volunteers 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.

### 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, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children will not be permitted or tolerated.

### Policy Statement

All suspicions or allegations of abuse against a child will be taken seriously and dealt with speedily and appropriately. All members and volunteers need to be aware of child protection and vulnerable adult issues.

Any suspicions or concerns should be reported to the Swanton Novers Village Hall Committee. The committee will make every effort to keep the premises safe for use by children and vulnerable adults.

The committee recognises that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled adults. Any organisations or individuals hiring the hall for the purposes of holding activities where Ofsted registration is required should have their registration and their own Child Protection Policy. These organisations or individuals should use safe recruitment processes to appoint staff who will be working with children or vulnerable adults in any kind of activity.

The committee will ensure that hirers are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold or provided 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.

**For concerns regarding a vulnerable adult contact:**

Norfolk Safeguarding Adults Board 0344 800 8020

**For concerns regarding a child contact:**

Childrens Advice and Duty Service Norfolk County Council

0344 800 8020