

**Brome & Oakley Village Hall**

Reg'd Charity No 1091952

**Safeguarding Policy (Vers. January 2021, reviewed May 2025))**

Brome & Oakley Village Hall Management Committee (VHMC) abides by the duty of care to safeguard and promote the welfare of children, young people and vulnerable adults and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

- We recognise the welfare of children, young people and vulnerable adults is paramount in all the work we do and in all the decisions we take.
- All children, young people and vulnerable adults regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children, young people and vulnerable adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

**Purpose:**

Brome & Oakley Village Hall Management Committee will:

- protect from harm children, young people and vulnerable adults and young people who visit the Village Hall,
- inform all hirers and volunteers of the principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Brome & Oakley Village Hall, including the board of trustees/management committee, volunteers and hirers. Failure to comply with the policy and related procedures will be addressed without delay and may result in exclusion from visiting or using the Hall.

**Definitions:**

**The Children Act 1989 definition of a child is:** anyone who has not yet reached their 18th birthday, even if they are living independently, is a member of the armed forces or is in hospital.

**Adult at Risk:**

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

**Child and Adult Abuse:** Children and adults may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives. There are four main categories of abuse, which are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

- Bullying and cyberbullying
- Child sexual exploitation
- Child criminal exploitation
- Child trafficking
- Domestic abuse
- Female genital mutilation
- Grooming
- Historical abuse
- Online abuse

**Awareness:**

Brome & Oakley Village Hall will inform all hirers of their requirement to ensure they:

- Understand what safeguarding is and their role in safeguarding children.
- Recognise a child, young person or vulnerable adult potentially in need of safeguarding and take action.
- Understand how to report a safeguarding alert.
- Understand dignity and respect when working with children.
- Have knowledge of the Safeguarding Children Policy.

**Confidentiality and Information Sharing:**

Brome & Oakley Village Hall expects all volunteers, trustees and hirers to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child, young person or vulnerable adult is deemed to be at clear risk of harm. *If they are in immediate danger, or a crime has been committed then contact the police.*

**Reporting, Recording and Record Keeping:**

Incidents of abuse must be reported promptly, verbally and in writing to the hirer's Designated Safeguarding Person initially and to the VHMC Designated Safeguarding Person. The VHMC Designated Safeguarding Persons are: John Parry (chairman 01379 871423) and/or Barbara Pace (01379 742985).

A written record must be kept about any concern regarding an adult with safeguarding needs. This must include details of the person involved, the nature of the concern and the actions taken, the decision made and why it was made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

**Use of Mobile Phones and other Digital Technology:**

All hirers, trustees and volunteers should be aware of the sensitivities regarding the use of mobile phones and any digital technology and understand that it is unlawful to photograph children and young people without the explicit consent of the person with parental responsibilities.

**Review**

This policy is to be reviewed after every AGM. Next review May 2026.