

# Pampisford Village Hall

## ADULTS AT RISK AND CHILD PROTECTION POLICY

### Principles

The welfare of the child or adult at risk is paramount and is the responsibility of everyone. Communities as a whole, alongside professionals, can play their part in preventing, identifying and responding to abuse, whether physical, verbal, bullying, exclusion or neglect.

Pampisford Village Hall has a duty to try to work in a way that reduces the risk of abuse or neglect when making available the hall and its facilities.

### Policy Statement

1. All users will be made aware of child protection and adults at risk issues. Copies of relevant Acts and Department of Health Guidelines will be held by the Hall as reference material.
2. The Hall will endeavour to keep the premises safe for use by children and adults at risk, promoting wellbeing, preventing harm and responding effectively if concerns are raised.
3. All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately. This may include reporting to the Police, Social Services or the Local Authority Child Protection Agency. Advice at any stage may be had from Cambs County Council Customer Services.
4. It is the Hirer's responsibility to familiarise themselves with the contents of the Pampisford Village Hall Terms & Conditions and they will be required to sign the Hire Agreement before using the hall.
5. Hirer's will be made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold to those under 18 years of age.
6. Organisations hiring out the hall that are undertaking regulated activities must demonstrate they have the necessary checks and registrations in place. Individuals hiring the hall for activities for children / adults at risk will be made aware of this policy before the first booking commences.
7. In addition, any user hiring the hall to provide a facility for children (playgroups, youth clubs) will be required to show their CRB / DBS disclosure certificate to the ??? or other Officer and the disclosure number will be recorded.
8. The only exception to the above is when the hall is hired out for a private children's party or other family activities. The Hall takes no action to vet the persons hiring the hall for these one-off events.

## **Extracts of Possible Interest to Pampisford Village Hall / U3A**

Pampisford Village Hall will follow the recommendations in VHS 5 Village Halls, Children and Young People (ACRE) which are therefore part of the hiring agreement.

1. We will need to be satisfied that any organisation hiring out the hall for “regulated activities” has the necessary checks and registrations in place. “Regulated Activities” are those activities which involve contact with children or vulnerable adults on a frequent and / or overnight basis. These could be paid or voluntary activities and will include all childcare providers, youth groups etc.
2. When hiring out the hall to organisations working with children, we will need to be satisfied that the hirer / day-care provider has the relevant policies and procedures and checks in place for keeping children safe. Anyone having unsupervised contact with children should have had the appropriate checks ie an enhanced CRB check and from November 2010 ISA registration status for all new employees.

### **Definitions**

**Child** - someone under the age of 18.

**Vulnerable Adult** – a person aged 18 or over who is in receipt of or maybe in need of community care services by reason of mental or other disability, age or illness, or maybe unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

**Regulated Activity** – Involves teaching or supervising children or vulnerable adults frequently (once a week or more), intensively (four or more times in a 30 day period) and overnight (between 2am and 6am).

**DBS** – Disclosure and Barring Service - A service which interrogates the criminal record of a person and notifies the organisation in which he or she is applying to work as a paid employer or voluntary worker.

### **General Points**

Village Hall members do not supervise children or adults at risk as part of their function. CRB checks are not required unless they are to have unsupervised access to children or adults at risk.

With respect to the latter, we fall into the category of Smaller Voluntary and Community Groups with Irregular or Limited Contact with Adults at Risk (Cambs County Council: Working Together – Children, Families and Adults).

If the members organise events in the Village Hall that include children, it will be for activity with minimum physical contact, not providing intimate care and it is highly likely that children will be accompanied by parents or guardians.

The policy will be reviewed on an annual basis at the AGM and / or when changes occur in National Legislation or Procedures. New members will be provided with an understanding of their responsibilities in line with this policy.

Registered Charity Number: 1054597