**BROAD TOWN  VILLAGE HALL**

**This policy relates to Safeguarding Vulnerable Users and applies to all users of the hall.**

*All Broad Town Village Hall Committee members and volunteers have a duty to safeguard vulnerable users of the hall and its premises and those who may come into contact with vulnerable users.   
They 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.   
This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.*

**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  
 1. No member of the trustees, helpers or other volunteers or staff 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 or allegations of abuse against a child will be taken seriously and dealt with speedily and appropriately.   
3. All volunteers need to be aware of this policy, child protection, and vulnerable adult issues, and should be offered introductory training. A copy of the appendices will be provided to all who request it. 4. There will be a nominated and named Vulnerable Users representative to who any suspicions or concerns should be reported. This person is Ray Manley until 31 December 2019.  
 5. The management committee will endeavour 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.  
 6. Any organisations or individuals hiring the hall for the purposes of holding activities where Ofsted registration is required (see table below) should show their registration and their own Child Protection Policy. Safe recruitment processes should be used to appoint staff who will be working with children or vulnerable adults in any kind of activity.   
7. The 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 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.

**Further advice and support**

At any stage you may wish to seek further advice or support from the following sources:

Child Protection: NSPCC – www.nspcc.org.uk or 0116 234 7223

NSPCC Child Protection Helpline – 0808 800 5000

Criminal Records Bureau – [www.disclosure.gov.uk](http://www.disclosure.gov.uk)

Save the Children – [www.scfuk.org.uk](http://www.scfuk.org.uk)

Early Years Partnerships – based in County Council Social Services depts.

Vulnerable Adults Protection: Action on Elder Abuse – helpline 0808 808 8141

Age Concern – helpline 0800 009966