

Cookridge Village Association Safeguarding Policy

All Cookridge Village Hall trustees and volunteers have a duty to safeguard vulnerable users of the Hall and its premises. Vulnerable users could include children, young people, adults with learning difficulties or physical disability, frail elderly people, and carers. The trustees and volunteers should respond to any concerns they may have regarding the physical, sexual, emotional, or psychological safety of a vulnerable person. This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion, or faith. This policy and procedures will be reviewed annually and updated as appropriate.

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 or vulnerable adults will not be permitted or tolerated.

Policy Statement

- 1 No trustee, helper or other volunteer will have unsupervised access to children or vulnerable adults in any kind of activity unless they have been through the safe recruitment procedure and introductory Child Protection training.
- 2 All suspicions or allegations of abuse against a vulnerable adult or child will be taken seriously and dealt with speedily and appropriately. Volunteers need to be aware of this policy.
- 3 There will be a nominated and named Vulnerable Users Representative to whom any suspicions or concerns should be reported. This person will be the person responsible for the group concerned in the first instance and then reported to the Cookridge Village Hall Safeguarding Officer named below.
- 4 The trustees will ensure that hirers are made aware of their obligations under the Licencing Act 2003 to ensure that alcohol is not given or sold to those under the age of eighteen. 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.
- 5 The Cookridge Village Hall Safeguarding Officer 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 Safeguarding Officer may choose to have a confidential discussion with others to clear up any misunderstandings or to corroborate and support any suspicions before reporting a concern to a lead agency. It must be ensured that there is an environment in which people can raise any vulnerable adult or child protection issues.
- 6 As a charity, Cookridge Village Association must protect its interests by reporting serious incidents at the earliest possible time to the Charity Commission to enable it to meet its statutory objectives and functions. It will show that appropriate action is taken when problems arise. This is essential to enable the Charity Commission to deal with any media contact.

Cookridge Village Hall Safeguarding Officer

Karen Oliver 0113 2268525 or 0797 0914347 or email karenolivercm@msn.com

Leeds Social Care, Safeguarding Advice/Support about Abuse or Neglect

Adults: 0113 2224401 or 0113 3780644 **Children:** 0113 3760336 or (EDT) 0113 5350600