

VULNERABLE PERSONS POLICY STATEMENT

WARKWORTH WAR MEMORIAL HALL

All Warkworth War Memorial Hall Committee members and volunteers have a duty to safeguard vulnerable users of the hall and those who may come into contact with vulnerable users. They have a duty to respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of any vulnerable person.

This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith. Vulnerable users could include: children, young people, adults with learning difficulties or physical disability, frail, elderly people or carers.

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, neglect or financial abuse. Bullying, shouting, physical violence, sexism and racism towards children and vulnerable adults will not be tolerated.

POLICY STATEMENT

1. All committee members and volunteers need to be aware of this policy and it will be clearly displayed in the Hall and available on the Warkworth War Memorial Hall website. Committee members and volunteers will be required to make themselves familiar with it.
2. All suspicions or allegations of abuse against a child or vulnerable adult will be taken seriously and dealt with speedily and appropriately.
3. There will be a nominated and named Vulnerable Users representative to whom any suspicions or concerns should be reported. This person is Belinda Booth, in the event of this person not being available the concern should be shared with the lead organisation which is Northumberland County Council, details of which are in Appendix 1.
4. The Management Committee will 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 the physically disabled.
5. 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. 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.
6. This policy will be reviewed annually and updated as appropriate.

LEGAL FRAMEWORK

This policy has been drawn up on the basis of law and guidance that seeks to safeguard children and vulnerable people, namely

- Children Act 1989 and 2004
- United Convention of the Rights of the Child 1991
- Data Protection Bill 2017
- Sexual Offences Act 2003
- Protection of Freedoms Act 2012
- The Care Act 2014
- Relevant government Guidance on safeguarding children and vulnerable adults

We will seek to keep children and vulnerable people safe by:

Valuing them, listening to and respecting them

Adopting safeguarding practices through procedures and a code of conduct for Management Committee members and volunteers

Sharing information about protection and good practice with children, vulnerable people, parents and volunteers

Sharing concerns with agencies who need to know, and involving parents, children and vulnerable people appropriately

Always responding to any concerns regarding the physical, sexual, emotional or psychological safety of a child or other vulnerable person

We will remember - Safeguarding is Everyone's Business!

We are committed to reviewing our policy and good practice annually.

APPENDIX 1

REPORTING INCIDENTS

The nominated safeguarding representative Belinda Booth will have responsibility for reporting concerns that arise, as a matter of urgency to the local authority Child Protection and Vulnerable adult lead agency at Northumberland County Council.

The representative may choose to have a confidential discussion with others in order to clear up any misunderstandings or to corroborate and support any suspicions before reporting a concern to the lead agency.

The nominated person should:

- Know that if you are worried that someone is in immediate danger, you should call 999 for emergency services.
- Know who to contact at the local authority
- Know who to contact in Children's Services: First Contact : 01670 536400 in office hours Monday to Thursday 8.30am – 5pm and Friday 8.30am – 4.30pm and Out of Hours 0345 6005252
- Know who to contact in Adult Services 01670 536400 during office hours or outside office hours call the Emergency Duty Team on 0345 6005252 if you would like to speak to someone.
- Know that the following links are for Northumberland County Council Safeguarding pathways
<http://www.northumberland.gov.uk/Children/Safeguarding/What-can-I-do-if-I-suspect-a-child-or-young-person.aspx#worriedaboutachild-reportyourconcerns>
<https://online.northumberland.gov.uk/citizenportal/form.aspx?form=SafeGuardingAdult>
- Know that Northumberland County Council Safeguarding Procedures can be found online by following the links below
<http://northumberlandlscb.proceduresonline.com/chapters/contents.html>
<http://www.northumberland.gov.uk/Care/Support/Safeguarding.aspx>
- Know about help lines and other sources of help for children and young people and vulnerable adults
- Ensure an environment in which trustees and volunteers have the opportunity to raise any safeguarding concerns for children, young people or vulnerable adults.

Policy as agreed by Warkworth War Memorial Hall Committee 20th February 2018.

Signed on Behalf of Warkworth War Memorial Hall Committee -----

Policy to be reviewed in February 2019