

Victory Hall Trust

Safeguarding & Child Protection Policy

Policy Statement

In the interests of child safeguarding and protection and the welfare and protection of adults at risk, Exminster Victory Hall is committed to ensuring that children and adults at risk are protected and kept safe from harm whilst they are engaged in any activity associated with the Victory Hall.

Aims

The aim of this policy document is to provide a framework which guides members of Exminster Victory Hall should any child protection issue or any issues with adults at risk arise during or from the work, activities or services provided by Exminster Victory Hall.

Policy Objectives

The objectives of the policy include the following:

- To ensure, where possible, that all facilities and activities at the Victory Hall are designed and maintained to limit risks to children and adults at risk.
- To promote the general welfare, health and development of children by being aware of child protection issues and to be able to respond where appropriate as a community organisation.
- To develop procedures in recording and responding to incidents and complaints and to alleged or suspected incidents of abuse or neglect.
- Where the Victory Hall Trust does not directly provide any care or supervision services to children and adults at risk, it expects that all children and adults at risk using its facilities do so with the consent and any necessary supervision of a parent, carer or other responsible adult.

Policy Statements

All suspicions or allegations of abuse against a child or adult at risk of abuse or neglect will be taken seriously and dealt with speedily and appropriately. Any suspicions or concerns about abuse should be reported either through the Victory Hall Designated Safeguarding Lead Mrs Caroline Aird or directly to the Devon Multi Agency Safeguarding Hub who have the responsibility for responding to concerns that may arise.

The Victory Hall Trust will endeavour to keep any premises and facilities provided by it or used by it safe for use by children and adults at risk of abuse or neglect.

Activities or events that are organised or take place in the Victory Hall that involve children and adults at risk of abuse or neglect will need to comply with the requirements for safeguarding. **It is the responsibility of organisers of such events or activities to ensure that they comply with the relevant legislation and have all the appropriate policies and procedures in place. Each group should have its own safeguarding policy, a copy of which must be issued to the Victory Hall on request.**

Consent should be obtained for any photography.

The Victory Hall trustees do not supervise children or adults at risk of abuse or neglect as part of their functions within the Victory Hall. DBS checks are not therefore required by the trustees. However, should the development of new services or activities mean that people working on behalf of the Victory Hall Trust are to have unsupervised access to children or adults at risk of abuse or neglect DBS check will be undertaken. Any volunteers working in the Victory Hall Trust and having unsupervised access to children or adults at risk of abuse or neglect users may also be required to undergo these procedures.

Should DBS checks become necessary they will be undertaken in compliance with the Protection of Children Act [1999], the Children's Act [2004], part V of the Police Act [1997], the Working Together to Safeguard Children Guidance 2015 and the Care Act 2014.

When the Victory Hall Trust organises events to include children, it is always expected and stated that children must be accompanied by parents or guardians.

In order to promote a safe environment for children, young people and adults at risk, the Victory Hall Trust will:

- Provide safe facilities and ensure regular safety assessments are undertaken.
- Ensure that employees, trustees and leaders of activities using Victory Hall facilities are aware of safeguarding expectations.
- Display on notice boards the relevant safeguarding contacts for advice and help.

Safeguarding Practices

All users of the Victory Hall facilities must follow the safeguarding children, young people and adults at risk' policy and procedures at all times. For example they should:

- Never leave children, young people or adults at risk unattended with adults who have not been subject to a Disclosure and Barring Service (DBS) check.
- Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action.
- Where possible, have male and female supervisors working with a mixed group.
- Ensure registers are complete and attendees are marked in and signed out.

- Ensure that photos or videos of individuals are not taken without written permission from parents/ carers.
- Ensure they have access to a first aid kit, telephone and know the fire drill procedures.
- Ensure that where a child, young person or vulnerable adult needs assistance with toilet trips and when first aid is required, that this is carried out in pairs or in the latter case, that it is carried out where they can be seen.
- Ensure that no child may be admitted to films when they are below the age classification for the film.
- Ensure that they follow the written instructions issued if selling alcohol concerning the licensing offences which must be avoided.

Code of Conduct for Users of Exminster Victory Hall

- Treat each other with respect.
- Show consideration for other groups using the facilities.
- Treat the facilities provided with due care and respect.
- Provide an example of good conduct that you wish others to follow.
- Refrain from any behaviour that involves racism, sexism and bullying and in addition to report any instances of such behaviour to group leaders, trustees or parents and carers, as appropriate.
- Encourage an open atmosphere within user groups so that discussion about issues that will affect participants whilst they are attending sessions can contribute to the smooth running of events and activities.

Declaration

Exminster Victory Hall is fully committed to safeguarding the well-being of children and adults at risk by protecting them from physical, sexual, emotional harm and neglect.

All users of Exminster Victory Hall should read the Safeguarding Policy. Having read the Policy they should be proactive in providing a safe environment for children and vulnerable people who are using the Victory Hall.

This Policy will be reviewed annually.

SAFEGUARDING CONTACT DETAILS

Children

Devon County Council Multi Agency Safeguarding Hub

If you are concerned about a child or young person in Devon and want to speak to someone, contact

Telephone : 0345 155 1071

Email : mashsecure@devon.gov.uk

NSPCC

0808 800 5000

help@nspcc.org.uk

Adults

Devon Safeguarding Adults Partnership

If you think that you, or someone you know, is being abused or neglected contact Care Direct:

0345 1551 007

Email : csc.caredirect@devon.gov.uk

(Monday-Friday 8am-8pm and Saturday 9am-1pm – outside of these hours or on bank holidays call 0845 6000 388 or email the address above)

If you think a child, young person or vulnerable adult is in immediate danger – do not delay, call the police on 999

Annex A

Guidelines for responding to suspicion of abuse – some DO's and DON'T's

- Do treat any allegations extremely seriously and act at all times towards the child as if you believe what they are saying.
- Do tell the child they are right to tell you.
- Do reassure them that they are not to blame.
- Do be honest about your own position, who you have to tell and why.
- Do tell the child what you are doing and when and keep them up to date with what is happening.
- Do take further appropriate action or seek advice if unsure – you may be the only person in a position to prevent future abuse – tell your nominated person immediately.
- Do write down everything said and what was done (see notes on recording).
- Do seek medical attention if necessary.
- Do inform parents/carers unless there is suspicion of their involvement.
- Don't make promises you can't keep.
- Don't interrogate the child – it is not your job to carry out an investigation – this will be up to the police and social services, who have experience in this.
- Don't cast doubt on what the child has told you, don't interrupt or change the subject.
- Don't say anything that makes the child feel responsible for the abuse.
- Don't Do Nothing – make sure you tell your nominated child protection person immediately – they will know how to follow this up and where to go for further advice.

Annex B

Definitions of Abuse

“A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children.” (Working Together Guidance 2015)

Types of child abuse (taken from NSPCC) include:

- Physical abuse
- Domestic abuse
- Emotional abuse
- Sexual abuse
- Grooming
- Child Sexual Exploitation
- Child Trafficking
- Neglect
- Female Genital Mutilation
- Bullying
- Online Abuse

Definition of an Adult at risk of abuse or neglect

An adult at risk of abuse or neglect is defined as a person who: “may be in need of services by reason of mental or other disability, age or illness: and who may not be able to take care of him or herself, or is unable to protect him or herself against significant harm or exploitation.”

Types of adult abuse (informed by the Care Act 2014) include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect and acts of omission
- Financial abuse
- Discriminatory abuse
- Institutional abuse

Policy adopted by the Trustees at their meeting on 19th November 2019

Last reviewed: November 2019

Next review date: November 2020