

FRITWELL VILLAGE HALL CIO

SAFEGUARDING POLICY V1.0 March 2022

1. Introduction

Fritwell Village Hall is available for hire by groups working with children and adults at risk. Although the Trustees of Fritwell Village Hall CIO have little interaction with these groups, this policy will demonstrate that they are aware of the risks, have procedures in place to prevent safeguarding issues arising and know how to respond should they do so. Trustees are aware of and recognise their responsibilities for the safety and care of children under the Children Act 1989, Children Act 2004 and for vulnerable adults under the Care Act 2004.

2. Safeguarding Statement

Fritwell Village Hall CIO is committed to providing a safe and welcoming environment where everyone is respected and valued. Trustees will manage the CIO in a way that prevents harm in any form to everyone who enters the premises and will be prepared to respond safely and well should a problem arise.

3. Aims of the Policy

- To protect people, particularly children and adults at risk, from any harm or abuse that may be caused by attending any activity in Fritwell Village Hall.
- To ensure that all reasonable steps are taken to achieve this protection.
- To provide guidelines (this policy) for Trustees and volunteers in safeguarding matters.
- To give confidence to users of the Hall that safeguarding is of the highest priority.
- To ensure that those hiring the Hall do everything reasonable in their power to ensure the safety and welfare of users.

4. Definitions

- Safeguarding means protecting people's health, wellbeing, and human rights, and enabling them to live free from harm, abuse and neglect. In the context of Fritwell Village Hall CIO, Trustees understand it to mean protecting those who use the Hall in any capacity and for whatever reason.
- Children: those aged 18 years old and under
- Adults at risk refers to someone over the age of 18 who has care or support needs, is experiencing or is at risk of abuse or neglect or unable to protect him/herself against abuse or neglect

5. Understanding the Risks

Fritwell CIO recognises that all those who use the Hall, but particularly children and adults at risk, are at risk of harm from abuse. The specific abuses addressed by this policy are physical (including domestic violence), sexual, emotional, psychological, discrimination, radicalisation and neglect. This policy will provide a means of managing the risks.

6. Preventing Abuse

Trustees rarely organise activities involving children but in the event of this happening the activity will be organised so as to promote a safe environment, healthy relationships, and protect participants from any risk of harm. Everyone associated with Fritwell Village Hall CIO will:

- Take all reasonable steps to ensure the health, safety and welfare of any child or adult at risk at the Hall
- Prevent anyone from putting any child or adult at risk in a situation in which there is a significant risk to their health and safety
- Take appropriate action if they become aware of anyone physically, emotionally or sexually abusing a child.
- Be aware of Child Protection issues, not become complacent and believe 'it could never happen here'

A copy of this policy will be displayed on the internal and external noticeboards and on the website so that members of the public are aware of the Trustees' commitment to safeguarding.

7. Scope of the Policy

This policy applies to all trustees and volunteers, any or all employees, and all those attending an event or activity organised in Fritwell Village Hall and any other person associated with Fritwell Village Hall CIO. It also applies to contractors, visitors and anyone who undertakes any work in the Village Hall.

8. Responsibilities

Safeguarding is the responsibility of everyone associated with Fritwell Village Hall CIO.

Trustees, individuals, user Groups and other organisations using the Hall for any activities involving children are themselves responsible for deciding whether any form of DBS (Disclosure and Barring Service) is necessary.

It will be the responsibility of any organisation, user group or individual providing activities primarily involving children to provide evidence of a Safeguarding Policy and/or DBS checks. This requirement will not apply in the following situations:

- When the hiring organisation might reasonably be expected to have fulfilled DBS requirements (such as schools and national associations like scouting)
- For personal, non-commercial events like birthday parties where the parents of children are present (for such events, hirers should themselves be satisfied with safeguarding arrangements for anyone supplying, for example, entertainment or transport) or unpaid arrangements like looking after a friend's child (such as a mother and baby group)
- Where the activity is not being provided primarily for children, or where it is reasonable to assume that any children will be accompanied by a responsible adult.

9. Principles and Procedures

- All Trustees will have signed the Trustee Statement of Eligibility form which includes a declaration that they have no convictions in relation to abuse.
- All members of the committee will familiarise themselves with this policy

Fritwell Village Hall CIO, Fewcott Road, Fritwell, OX27 7QA

Website: www.fritwellvillagehall.co.uk

and ensure that they understand the principles set out in this policy.

- All trustees will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
- No Trustee, helper or other volunteer will have unsupervised access to children or adults at risk unless appropriately vetted.
- The Trustees will follow safe recruitment practices.
- A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.
The named person is Cass Miller Jones until the annual review of the policy.
- All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately. The appointed person will know who to contact and where to go for support and advice in relation to an allegation or a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children or adult at risk who has:
 - (a) behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.
 - (b) possibly committed a criminal offence against or related to a child or adult at risk; or
 - (c) behaved towards a child or children or adult at risk in a way that indicates they may pose a risk of harm to children.
- The trustee responsible for booking the Hall will ensure that all hirers of the hall have signed a hiring agreement or accepted the online booking conditions. This will require all hirers who wish to use the hall for activities which include children and adults at risk, other than for hire for private parties arranged for invited friends and family and those other groups itemised in 8. Responsibilities above, to produce a copy of their Safeguarding Policy and/ or evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS).

10. Reporting and Response

All reports will be taken seriously and acted upon as soon as possible

- Any person associated with, or attending an event organised by, Fritwell Village Hall CIO who has a complaint relating to safeguarding should report it immediately to the Trustee with responsibility for safeguarding. In the event of her/him being unavailable, the report should be made to another Trustee.
- Trustees will also accept complaints from members of the public.
- If the complaint is from a child or adult at risk he/she will not be promised that it will be kept a secret.
- On receipt of a complaint, the designated trustee will immediately contact the Safeguarding Team at Oxfordshire County Council (see Appendix A for details) to report the complaint.
- Confidentiality will be maintained at all stages of the process when dealing with safeguarding concerns.
- Information should be shared on a need-to-know basis only.

11. Review

This policy will be reviewed on an annual basis following the AGM to allow for any required updating.

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Appendix A

Oxfordshire County Council Safeguarding Team

For Emergencies

If a child is at immediate risk, contact the emergency services immediately on 999.

For Non-Emergencies

Members of the public can raise their concerns directly with Oxfordshire County Council as follows:

- for children and young people, contact [Oxfordshire Safeguarding Children Board](#)
- for vulnerable adults, contact [Oxfordshire Safeguarding Adults Board](#)

Useful Contacts - Oxfordshire County Council

Assessment Team - weekdays daytime: call 0845 050 7666

Emergency Duty Team - after 5:00pm Monday to Thursday, and after 4:00pm on Fridays - call 0800 833408

Appendix B

Legislation Relating to Safeguarding

The Children Act 1989 was introduced to reform and clarify the plethora of laws that previously affected children. Before this, there was no single piece of legislation that covered child protection in the UK. The main principle of this Act is that a child's welfare is paramount when making decisions about their upbringing. Although, every effort should be made to preserve the child's home and family links. It also sets out in detail what local authorities and the courts should do to protect the welfare of children and charges local authorities with the duty to investigate. This applies if authorities suspect a child is suffering from or is likely to suffer significant harm.

The Children Act 2004 doesn't replace the 1989 Act. Instead, it amended the previous Act, largely in consequence of the Victoria Climbié inquiry. This statutory requirement aims to improve and integrate children's services, promote early intervention, provide strong leadership and bring together different professionals in multi-disciplinary teams to achieve positive outcomes for children and their families. It takes a child-centred approach and aims to improve effective local working to safeguard and promote children's wellbeing. The Children Act 2004 also establishes a base for better-integrated planning.

The Safeguarding Vulnerable Groups Act 2006 is a key piece of legislation to keep in mind when recruiting new staff members and volunteers. This Act was passed to help avoid harm or risk or harm by preventing people who are deemed unsuitable to work with children and vulnerable adults. It stops them from gaining access to children through their work. Following the death of two children in Soham in 2002, the 2002 Act provided a new vetting and barring scheme to replace the previous arrangements for safeguarding children and vulnerable adults. This came as a result of the Bichard

Inquiry Report in 2002. It identified the failures in the betting and barring systems, some of which included:

- Inconsistent decisions made by employers on the basis of CRB disclosure information.
- Inconsistencies between police authorities in the disclosure of police information.
- A barring system which was reactive to harmful behaviour rather than preventative.

As a result, the purpose of this Act is to minimise the risk of harm and offer a centralised vetting process that all those working closely with children will need to go through.

The Care Act 2014 Although primarily aimed at adults, the Care Act 2014 also applies to children and young people. This Act encourages a person-centred approach when safeguarding children and vulnerable adults. By following the principles, you'll place a child's wellbeing and needs at the forefront of safeguarding processes.

This Act also helps you reach decisions in the child's best interests when managing safeguarding concerns and care plans. The Care Act 2014 sets out the following principles which underpin the safety of children. These include:

- **Empowerment:** Supporting and encouraging children and young people to make their own decisions and informed consent.
- **Prevention:** It's better to take action before harm occurs.
- **Proportionality:** This is the least intrusive response appropriate to the presented risk.
- **Protection:** Offering support and representation for those in greatest need.
- **Partnership:** Local solutions offered by working with communities as they have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability:** Accountability and transparency in delivering safeguarding.

The aim of the Act and its principles aim to eliminate a detached approach in safeguarding.

Information Sharing: Advice for Practitioners 2018 Information sharing, or disclosure, is crucial for the effective safeguarding of children. It's also essential for effective identification, assessment, service provision and risk management. In the past, poor information sharing has been pinpointed as a key factor in several serious case reviews. As a result, the updated Information Sharing: Advice for Practitioners 2018 aims to improve the decision-making so the actions taken are always in the best interest of a child. The policy has outlined seven golden rules you must follow, including:

1. Remember the GDPR and Data Protection Act 2018 doesn't limit justified information sharing for the purpose of keeping children safe.
2. Be open with the child and their agreement if it's safe and appropriate.
3. Seek advice from others if you're in doubt.
4. Where possible, share information with consent.
5. Always consider safety and wellbeing.

6. There are also some principles to help support the safeguarding of a child. A disclosure must be necessary, proportionate, relevant, adequate, accurate, timely and secure.
7. Record decisions and reasons.

Along with the above, everyone working in close proximity with children must also be alert to the signs and triggers of abuse.