

# **Welborne Village Hall Trust**

## **Safeguarding Policy**

**What is 'Safeguarding'?** - 'Safeguarding' is the word used to describe a duty of care to children in particular, but also to vulnerable young adults. It should also be extended to include other groups of vulnerable adults.

**The Policy** - The policy is a statement of intent and practice.

**Who does it relate to?** - The policy relates to Trustees, volunteers and others associated with the actions of the Trust in achieving its aims.

**What are the actions?** - The Trust manages Welborne Village Hall to provide a community resource for Welborne and the surrounding villages. We manage the Hall and its surrounds and facilities with physical safety as a priority. Trustees and volunteers are made aware of potential physical and personal risks to vulnerable individuals (children and others). The activities of the Trust do not at present involve working with children in the absence of a responsible adult. (Should this change appropriate security checks will be introduced). Through our Terms and Conditions for hiring our facilities we do however make our users aware of their separate responsibilities with respect to the safety of children and others.

**How do we know it is working?** - The Trust aims to treat everyone fairly and safely. If you feel that we are not achieving this you should give your concerns to the Chair of the Trustees (Dr A. J. Maule) using the Trust's e.mail contact details; use [welbornevillage@gmail.com](mailto:welbornevillage@gmail.com) with 'Safeguarding' as the subject heading and you will be contacted by return e.mail. Your views will be handled in complete confidence.

**Form of the Safeguarding Policy** - The Policy below is taken from an example provided by the NSPCC, with our specific details inserted appropriately. It summarises our responsibilities.

## **The purpose and scope of this policy**

The purpose of this policy is:

- to protect children and young people who receive Welborne Village Hall Trust's services. This includes the children of adults who use our services
- to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Welborne Village Hall Trust, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

## **Legal framework**

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

## **We believe that:**

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

## **We recognise that:**

- the welfare of the child is paramount
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

## **We will seek to keep children and young people safe by:**

- valuing, listening to and respecting them
- appointing a Designated Safeguarding Officer (DSO) (currently the Chair of the Trustees) for children and young people who will also act as lead trustee/board member for safeguarding

- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision support, training and quality assurance measures
- recruiting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing information professionally and securely
- sharing information about safeguarding and good practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that
- does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

## **Contact details**

Senior lead for safeguarding

Name: Dr Andy Maule (Chair to the Trustees) Phone/email: 07756498174;  
welbornevillage@gmail.com

NSPCC Helpline

0808 800 5000

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

This

policy was last reviewed on: 23rd Oct 2018

Signed:



Date: 23rd October 2018

**Contact the NSPCC's Knowledge and Information Service with any questions about child protection or related topics:**

**Tel: 0808 800 5000 | Email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk) | Twitter: [@NSPCCpro](https://twitter.com/NSPCCpro)**