



All Saints Community Hall – Melbourn

Safeguarding Policy

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ASCH Safeguarding

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1. Introduction. The purpose and scope of this policy statement is to ensure all Hirers of the Hall take into consideration the safety and wellbeing of any children, young people and vulnerable adults visiting the Hall under their care. This is:

- To protect children, young people and vulnerable adults who attend the Hall.
- To provide Hirers, as well as children, young people, vulnerable adults and their families, with the overarching principles that guide the approach to Safeguarding.

2. Applicability. This policy applies to anyone Hiring the Hall, including – but not limited to - senior managers, the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

3. Legal framework. This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children, young people and vulnerable adults in England.

4. Supporting documents. This policy statement should be read alongside your own organisational policies, procedures, guidance and other related documents on:

- Information on your designated safeguarding officer
- Dealing with disclosures and concerns about a child, young person or vulnerable adult

- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for staff and volunteers
- Behaviour codes for children and young people
- Photography and sharing images guidance
- Safer recruitment
- Online safety
- Anti-bullying
- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support
- Adult to child supervision ratios

5. Objectives. We believe that:

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

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- some children, young people and vulnerable adults 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, vulnerable adults, their parents, carers and other agencies is essential in promoting their welfare.

Hirers will seek to keep children, young people and vulnerable adults in their care safe by taking the following points into consideration:

- valuing, listening to and respecting them
- appointing a nominated child protection lead for safeguarding
- adopting child protection and safeguarding best practice through their 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 so that all staff and volunteers know about and follow policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording, storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: ico.org.uk]
- sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions
- making sure that children, young people, vulnerable adults and their families know where to go for help if they have a concern
 - using your safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
 - using your procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that you have a policy and procedure to help deal effectively with any bullying that does arise
- ensuring that you have effective complaints and whistleblowing measures in place
- ensuring that you provide a safe physical environment for children, young people, vulnerable adults, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people, vulnerable adults and their families, treat each other with respect and are comfortable about sharing concerns.

7. Summary. If you are a trusted adult, you have a responsibility to maintain a good Safeguarding practice.