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Nether Heyford Village Hall
Registered Charity, No. 304256

Safeguarding Policy



1. Purpose

Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.

This policy defines how Nether Heyford Village Hall operates to safeguard children, young people and adults at risk of abuse or neglect.

This policy will apply to all staff, contractors and volunteers and will be used to support their work.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk involved as visitors and/or as participants in all activities and events. We also have a duty to safeguard and support our trustees, volunteers, and staff.

2. Definitions

Children and young people are defined as those persons aged under 18 years old. Safeguarding and promoting the welfare of children is defined as:

- protecting children from maltreatment.
- preventing impairment of children's health and development.
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- taking action to enable all children to have the best outcomes.

Adult at risk of abuse or neglect.

For the purposes of this policy, adult at risk refers to someone 18 years old and over who, according to paragraph 4.2 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

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If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk.

The Care and support statutory guidance identifies ten types of abuse, these are:

- Physical abuse.
- Domestic violence or abuse.
- Sexual abuse.
- Psychological or emotional abuse.
- Financial or material abuse.
- Modern slavery.
- Discriminatory abuse.
- Organisational or institutional abuse.
- Neglect or acts of omission
- Self neglect

Signs of abuse

- **Low self-esteem:** The victim may feel worthless and lack confidence.
- **Changes in behaviour:** The victim may become uncooperative, aggressive, or withdrawn.
- **Signs of distress:** The victim may cry, feel angry, or anxious.
- **Manipulation:** The abuser may control who the victim sees, what they do, or how they feel.
- **Gaslighting:** The abuser may deny events or twist the victim's words and experiences.
- **Sexual coercion:** The abuser may pressure, trick, or force the victim into unwanted sexual activity.
- **Threats:** The abuser may threaten the victim with violence or other harm.

Persons affected

- All trustees, volunteers, and staff.
- All those attending any activity or service that is being delivered from the village hall charity property.
- All visitors and contractors.

3. Policy principles

There can be no excuses for not taking all reasonable action to protect children and adults at risk from abuse or neglect. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. People who are eligible to receive health and community care services may be additionally vulnerable to the violation of these rights by reason of disability, impairment, age, or illness.

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Nether Heyford Village Hall charity has a zero-tolerance approach to abuse.

Nether Heyford Village Hall charity recognises that under the Care Act 2014, it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004.

Nether Heyford Village Hall charity is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

Nether Heyford Village Hall charity is aware of the work of their local safeguarding Boards, for adults <https://northamptonshiresab.org.uk/about-us/> and for children <http://www.northamptonshirescb.org.uk/>, and other support organisations on the development and implementation of procedures for the protection of adults vulnerable from abuse. The policy is about stopping abuse where it is happening and preventing abuse where there is a risk that it may occur.

Nether Heyford Village Hall Committee is committed to the following principles:

- The welfare of the child or adult at risk is paramount.
- All children, young people and adults at risk have the right to protection from abuse.
- Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part.
- All suspicions and allegations of abuse must be properly reported to the relevant internal committee members and external authorities and dealt with swiftly and appropriately.

4. Procedures

- A. All members of the committee will have signed the Trustee Statement of Eligibility declaring their eligibility and responsibility as a member of the committee. This includes a declaration that they have no convictions in relation to abuse.
- B. All members of the committee will familiarise themselves with safeguarding responsibilities, undertake training on safeguarding issues including whistleblowing where it is available and offered by their local safeguarding boards or other local support organisation **and** ensure that they understand the principles set out in this policy at 3 above.
- C. All members of the committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.

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- D. All members of the committee, helpers or other volunteers will not have unsupervised access to children, young adults or adults at risk unless appropriately vetted.
- E. The hall committee will follow safe recruitment practices.
- F. 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. For adults, West Northants Council Adult Social Care: <https://www.westnorthants.gov.uk/adult-social-care-and-wellbeing/reporting-concern-about-adult> . For children, Northamptonshire Children’s Trust: <https://nctrust.co.uk/report-a-concern-or-request-support/> . The appointment of a named person does not absolve the committee of its safeguarding responsibilities.
- G The named person is

Kim Woodbridge-Dodd until April 2027.
- H. All suspicions or allegations of abuse against a child, young person 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, a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children, young person or adult at risk who has:
- behaved in a way that has harmed a child, young person or adult at risk or may have harmed a child, young person or adult at risk.
 - possibly committed a criminal offence against or related to a child, young person or adult at risk;
- or
- behaved towards a child or children, young person or adult at risk in a way that indicates they may pose a risk of harm to children.
- I. The hall committee will ensure there are clear and accurate records kept regarding any concerns raised, what actions have been taken and how the committee resolved the incident. (Safeguarding record form appendix A)
- J. The hall committee will ensure that all hirers of the hall have signed a hiring agreement. 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, to produce a copy of their Safeguarding Policy and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) or, confirm that they have understood and will adhere to the hall’s principles and procedures with regard to safeguarding.

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The hall committee maintains the option to withdraw or temporarily suspend the hire agreement if there is evidence or concern that safeguarding policies (those of the committees and/or of the hirers) have not been adhered to by the hirer.

- J. The village hall management committee will carry out an annual review of this policy. The next review is due in April 2027.

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APPENDIX A

Safeguarding Concern Record Form.

This form should be completed as soon as possible after a concern has been raised. It should be completed by the committee member to whom the concern was raised however, where that is not possible for practical reasons it may be completed by another committee member on their behalf.

Date and time when the concern was raised.	
The name of the committee member to whom the concern was raised.	
The name of the person who raised the concern.	
Name (s) of the child, young person or adult who is subject of the concern.	
The names and position (hirer, attendee, etc) of anyone involved or relevant to the concern.	
What was the concern that was raised. Please give a clear factual description of the concern raised, who is involved and any actions that have been taken by those involved.	
Following the concern being raised, please state the outcome of the discussion between the person who raised the concern and the committee member. (<i>what has been agreed, decided, any actions to be taken, by whom</i>).	
Name of committee member completing the form.	
Signature of committee member completing the form.	
Date form completed.	

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