



Naphill Village Hall & Playing Fields Council

## **Safeguarding Policy**

Naphill Village Hall & Playing Field Council (the Council) have a duty to safeguard children, young people and adults at risk of abuse or neglect who accesses the facilities and /or participates in any activities and events. The Council are committed to the protection and safety of Trustees, all volunteers, contractors and all users of the Village Hall and Playing Fields.

### **1.0 Introduction and Purpose**

- 1.1 The welfare of children and vulnerable adults is paramount. All organisations including charities have to comply with the law regarding the protection and safeguarding of children and adults at risk.
- 1.2 The purpose of this document is to define the policy and procedures that apply to anyone involved with use of our Village Hall and Playing Fields.

### **2.0 Definition of Terms Used**

- 2.1 CHILD - A child is anyone under the age of 18.
- 2.2 ADULT AT RISK - An adult at risk of abuse or neglect is defined as someone who is 18 or over and:
  - a) has needs for care and support
  - b) who is experiencing, or at risk of, abuse or neglect
  - c) as a result of their care needs is unable to protect themselves
- 2.3 SAFEGUARDING - Safeguarding is defined in "Working Together to Safeguard Children" 2013 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 and
  - taking action to enable all children to have the best outcomes
- 2.4 ABUSE OF A CHILD - The NSPCC have identified specific forms of abuse which may be perpetrated against a child. These are defined as but not limited to:
  - Bullying
  - Emotional abuse
  - Physical abuse
  - Child trafficking
  - Neglect
  - Sexual abuse
- 2.5 ABUSE OF AN ADULT - The Law Commission's Report into Adult Social Care defines harm as including but not limited to:

- ill treatment (including sexual abuse, exploitation and forms of ill treatment which are not physical)
- the impairment of health (physical or mental) or development (physical, intellectual, emotional, social or behavioral)
- self-harm and neglect, including hoarding
- unlawful conduct which adversely affects property, rights or interests (for example, financial abuse)

### **3.0 Principles of our Policy**

**3.1** Children and vulnerable adults (adults at risk) have a right to use the Village Hall and Playing Fields protected and free from abuse of any kind regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

**3.2** The Trustees recognise that some children and adults are additionally vulnerable because of the impact of discrimination, previous experiences, their level of dependency, communication needs or other issues.

**3.3** The Trustees of the Council have a duty to safeguard the children and vulnerable adults who use their facilities.

**3.4** This policy applies to all Trustees, all volunteers, contractors and all users of the Village Hall and Playing Fields.

**3.5** The policy will be reviewed and approved annually and whenever there is a change in the laws or published guidelines.

**3.6** The policy will be available for anyone to inspect on the Village Hall web site or by request from the Secretary.

**3.7** Anyone with a conviction for a sexual offence against a child or vulnerable adult, whenever it was committed, is not considered suitable as a Trustee.

**3.8** All concerns and allegations of abuse will be taken seriously by Trustees and responded to appropriately - this may require a referral to social services and in emergencies, the police

### **4.0 Responsibilities**

**4.1** The Trustee with specific responsibility for safeguarding (Delegated Lead) is Jo Keattch. The Deputy is Sarah Bacon

**4.2** All users of the village hall and playing field are responsible for reporting suspicions of abuse using the contact details below.

**4.3** The Delegated Lead should be advised of any safeguarding incidents on the village hall or playing fields so that the appropriate preventive action can be taken if necessary. Confidentiality will be observed but information sharing will be necessary if a child or adult is deemed to be at risk of harm.

### **5.0 Reporting Suspicions of Abuse**

**5.1** It is important to record at the earliest opportunity names, dates, details of incidents and potential witnesses

**5.2** If a child or adult is at **immediate risk** of harm **call 999**.

**5.3** For concerns regarding children contact Buckinghamshire Council First

Response Team

[Reporting a Concern - Buckinghamshire Safeguarding Children Partnership \(buckssafeguarding.org.uk\)](http://buckssafeguarding.org.uk)

Telephone: **01296 383962** between 9am-5pm Monday to Friday.  
Other times Emergency Duty Team (EDT) on **0800 999 7677**

For concerns regarding vulnerable adults contact Buckinghamshire Council Adult Social Care:

[Report abuse of an adult | Care Advice Buckinghamshire](#)

Telephone: **0800 137915** between 9am-5pm Monday to Friday.  
Other times Emergency Duty Team (EDT) on **0800 999 7677**

NSPCC Child Protection 0808 800 5000 or textphone: 0800 056 0566  
or  
email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

Child Exploitation and Online Protection (CEOP) Centre <https://www.ceop.police.uk/Ceop-Report/>

## 6.0 DBS Checks

- 6.1 Anyone who involved in regulated activity (as defined by law) with children or vulnerable adults requires a DBS check.
- 6.2 Trustees who are not in regulated activity as part of their responsibilities do not require checks.
- 6.3 Certain hirers who provide services to children will be included in the definition of regulated activity. They will be required to provide a copy of their Safeguarding Policy and proof of DBS clearance annually and as and when required.

## 7.0 Lettings

- 7.1 Hirers will be made aware that no children may be admitted to films when they are below the age classification for the film on show.
- 7.2 No gambling or entertainment of an adult or sexual nature is permitted on the premises.
- 7.3 Children and Vulnerable Adults need to be supervised when using the Changing Rooms and Toilet facilities by a responsible adult. Organisations hiring the hall or playing fields need to show in their Safeguarding Policy how they address this aspect.
- 7.4 Organisations hiring the hall or playing fields for activities involving children and/or vulnerable adults must provide a copy of their Safeguarding Policy annually and as and when required. Individuals hiring the hall or playing field for activities involving children and/or vulnerable adults will be made aware of the Village Hall and Playing Field Safeguarding Policy.

**7.5** In addition, any individual or group hiring the hall or play field to provide a facility for children (playgroups, football training, youth clubs for example) will be required to show their DBS clearance to the Safeguarding Delegated Lead and the disclosure number will be recorded. Any delegation of that hirer to other people to supervise the children is the responsibility of the hirer and the Safeguarding Delegated Lead will not vet these delegates for DBS clearance. The only exception to this is when the hall is hired out for private parties.

## **8.0 Images of Children**

Trustees will ensure that any photographs or other types of images of children are taken only with parental or guardian consent, stored and shared appropriately. Names must only be used with parental or guardian consent.

## **9.0 Extremism and the Prevent Duty**

**9.1** Trustees will not permit the facilities to be used for any extremist activity.

**9.2** We are in a higher risk area for any extremist activity. Any suspicions of terrorism should be reported to the police anti-terrorist hotline on 0800 789321 or online at [Tell us about terrorist activity | Metropolitan Police](#)

## **10.0 Other Safeguarding Issues**

**10.1** Below are some of the other areas that we need to be alert to in terms of safeguarding the more vulnerable in our community:

Online sexual exploitation of children  
County lines (drug trafficking using people in rural areas)  
Child trafficking  
Female genital mutilation  
Forced marriage  
Grooming

## **11.0 Other Relevant Policies**

- Health & Safety
- Equality & Diversity
- Code of Conduct for Trustees

## **Approval**

This policy has been reviewed and approved by the Council on 4<sup>th</sup> December 2023.

**Date for next review: November 2024**