

Mosterton Village Hall

Policy for Safeguarding Children, Young People and Adults

1. Safeguarding Policy

This statement of policy and procedures applies to users of, and activities in Mosterton Village Hall.

1.1 The purpose of this policy is to:

1.1.1 Protect Children and Young People who receive services or attend activities at Mosterton Village Hall. This includes the children of adults who use the Hall. A Child is anyone under the age of 18.

1.1.2 Protect Vulnerable Adults who receive services or attend activities at Mosterton Village Hall.

An Adult at risk is anyone aged 18 or over who:

- has needs for care and or support
- because of care and support needs is unable to protect
- themselves from abuse
- is currently experiencing or is at risk of abuse.

Adults at risk may:

- have a mental or physical illness
- have a learning disability
- have addiction problems
- be frail

Whether an Adult is at risk or not is something which changes with their circumstances – it's not fixed.

1.1.3 Provide the Trustees, event and activity organisers, staff and volunteers with the overarching principles that guide our approach to Safeguarding and child protection.

- 1.2 Mosterton Village Hall aims to provide a safe and secure venue for a range of services, activities and events. The Trustees recognise the importance of ensuring the safeguarding and welfare of all users of the Hall.
- 1.3 This policy is made available to all adults who use the Hall for any activities, including those who run events or activities on behalf of the Trustees. In most cases Children will be accompanied by an adult (a parent or carer), who will take responsibility for them. Young People, (defined as secondary school age or above for the purposes of this policy) are more likely to attend on their own. Vulnerable Adults may attend activities independently and may need additional protection accordingly.
- 1.4 This policy includes Child and Adult Protection Procedures, Recruitment and Whistle Blowing.
- 1.5 The Trustees are committed to ensure that robust safeguards are in place, that policies and procedures are current and fit for purpose, and that complaints are investigated and handled promptly, efficiently, sensitively and without fear or favour.
- 1.6 Enquiries about the operation of this policy may be made in the first instance to Jeanette Snook (Vice-chair) at jeanette_snook@yahoo.com
- 1.7 Safeguarding policies are subject to annual review and the procedures are updated as and when necessary, (i.e., when regulations or recommendations change or in the light of any case reviews).

2. Procedures for Safeguarding

- 2.1 Groups and individuals hiring the Hall are responsible for their own safeguarding arrangements. The Hall's responsibility is to ensure that anyone who runs events or activities specifically for Children, Young People or Vulnerable Adults maintain the required levels of disclosure, supervision and have appropriate training. Organisers of activities attended by vulnerable persons must have appropriate measures in place to ensure sufficient protection is afforded to those persons. Organisers of such activities must disclose those measures to the Booking secretary of Mosterton Village Hall upon request. Use of Mosterton Village Hall may be refused where adequate protection for

such vulnerable groups cannot be demonstrated to the committee of Mosterton Village Hall's reasonable satisfaction.

2.2 Groups which serve the under 3, 3 - 5 and 5 - 11 age groups will follow the Ofsted guidelines for levels of supervision.

<https://www.gov.uk/government/publications/ofsted-safeguarding-policy>

2.3 If any user of the Hall has concerns about the behaviour or actions of anyone associated with the Hall they should immediately inform the named person in their group initially responsible for Safeguarding and/or Jeanette Snook at jeanette_snook@yahoo.com. Anyone acting in an unsafe or unwise manner may be subject to referral to the relevant authorities.

2.4 Recognise the signs of harm and abuse:

- Physical
- Sexual
- Emotional
- Psychological
- Self-Neglect and hoarding
- Neglect
- Domestic Violence
- Neglect/Acts of Omission
- Radicalisation
- Discriminatory
- Financial/Material
- Modern Slavery
- Organisational
- Sexual Exploitation
- Trafficking
- Grooming
- E-safety
- Sexting
- Mate Crime
- Hate Crime
- Scams
- Forced Marriage
- Honour Based Abuse
- Female Genital Mutilation
- Private Fostering
- Gangs and Criminal Exploitation
- County Lines
- Missing children

2.5 Recognise the signs and Indicators of Abuse and Neglect:

There are many signs and indicators that may suggest someone is being abused or neglected. There may be other explanations, but they should not be ignored. The signs and symptoms include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Person has belongings or money going missing.

- Person is not attending / no longer enjoying their sessions. You may notice that a participant has been missing from activities.
- Someone losing or gaining weight / an unkempt appearance. This could be a player whose appearance becomes unkempt, and there is a deterioration in hygiene.
- A change in the behaviour or confidence of a person. For example, a participant may be looking quiet and withdrawn when their relative comes to collect them from sessions in contrast to their personal assistant whom they greet with a smile.
- Self-harm.
- A fear of a particular group of people or individual.
- A parent/carer always speaks for the person and doesn't allow them to make their own choices
- They may tell you / another person they are being abused – i.e. a disclosure

2.6 Any concern disclosed to a user or hirer of the Hall should be recorded by them as soon as practicable. Leading questions should not be asked, but a clear factual written record made of what has been disclosed. All referrers should follow the following summary guidance:

2.6.1 Record the time and date.

2.6.2 Do not promise to keep what you are told as a secret.

2.6.3 Tell the child or young person/vulnerable adult what you will do next.

2.6.4 Do not make promises you cannot keep.

2.7 All disclosures should be immediately reported to the named Safeguarding person for the hiring group who should, as soon as possible, inform the Mosterton Village Hall responsible person (see 2.3 above).

2.8 Confidentiality cannot be promised in any case where an individual may be in danger of any form of harm or abuse (see 2.4 above). Mosterton Village Hall may, without reference to any person, seek assistance from or make a referral to any competent authority for them to advise or take appropriate further action. The adult responsible for the individual, who has made a disclosure, should be notified if appropriate.

- 2.9 Persons making relevant disclosures to Mosterton Village Hall must co-operate fully with Mosterton Village Hall and any competent authority. In dealing with investigations into complaints, they must follow appropriate recommendations and carry out any recommended further actions.

3. Recruitment and Selection of Contracted Staff and Volunteers

- 3.1 The Hall has contracted staff and volunteers. Currently staff and volunteers who regularly attend the Hall will be subject to DBS checks. All Trustees of Mosterton Village Hall are also required to have DBS checks carried out. If conditions change for these or any future paid staff or volunteers their role will be assessed and any necessary checks carried out accordingly. [DBS Checks \(volunteeringdorset.org.uk\)](https://www.volunteeringdorset.org.uk)

4. Whistle Blowing Policy

- 4.1 The Trustees will, under this Whistle Blowing Policy, protect any individual making a referral. Should the individual making the referral feels that insufficient action/follow up has taken place they should inform the Chairperson of Trustees without fear of repercussion.
- 4.2 Procedures for Whistle Blowing include:
- 4.2.1 Protecting those who make referrals under the Whistle Blowing Policy and Procedures so that there is a culture of informing without reprisal or negative consequence.
- 4.2.2 As far as possible protecting the anonymity of the whistle blower, (except where so doing could endanger another individual).
- 4.2.3 Keeping accurate records.

5. Further advice and support

- The portal, at <https://safeguarding.culture.gov.uk/> offers a step-by-step guide to help charities correctly manage their concerns, identify the right people to contact if needed and access helpful resources and advice.
- In an emergency, call the Police. If someone is at immediate risk of harm call 999 and request the Police. You can find [further guidance here](#).
- NSPCC Help for adults concerned about a child – Call Child Protection Helpline 0808 800 5000
- NSPCC Help for children and young people - Call Childline 0800 1111

NSPCC Report Child Abuse - [Report Child Abuse](#)

6. Numbers to call if you are concerned about a Child

- Dorset Council Children's Advice and Duty Service: Professional's Helpline – 01305 228558 Early Help (same numbers) – request Early Help Hub Families and the general public helpline – 01305 228866

7. Or Contact:

- **Dorset Multi Agency Safeguarding Hub for Children**
- Dorset Police: email: MASH@dorset.pnn.police.uk or phone: 101
- Dorset Council: MASH@dorsetcouncil.gov.uk or phone 01305 228866
- Dorset Safeguarding Children's Board www.dorsetlscb.co.uk
email : dorsetlscb@dorsetcouncil.gov.uk

8. How to Report if you are concerned about an Adult. If you think the vulnerable adult is in immediate danger, call 999

- Or call 01305 221016 in the **Dorset Council Area** during office hours or 01305 858250 for out of hours
- [Safeguarding portal - Dorset Council](#)
- www.dorsetforyou.gov.uk/dorsetsafeguardingadultsboard
- Vulnerable Adults Protection: Action on Elder Abuse – helpline 0808 808 814
- Hourglass (stopping abuse in the elderly) Helpline 0800 808 8141 or www.wearehourglass.org
- This link provides the Government statutory guidance, definitions, and responsibilities (A useful reference guide)
<https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance#safeguarding-1>

Review: June 2024