

# Sonning Common Parish Council

## Safeguarding Policy for hiring Sonning Common Village Hall, Kidmore End War Memorial Hall and Memorial Park MUGA

### 1. Purpose

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

This policy defines how Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall operate to safeguard children, young people and adults at risk of abuse or neglect in relation to hiring Sonning Common Village Hall, Kidmore End War Memorial Hall and the hireable polymeric MUGA at Memorial Park.

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

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.

#### **Adults at risk of abuse or neglect**

For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to paragraph 14.2 of the Care Act 2015:

- 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.

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.

**Premises** covered by this policy are Sonning Common Village Hall, the polymeric hireable MUGA at Memorial Park (run by Sonning Common Parish Council) and Kidmore End War Memorial Hall (run by trustees and Sonning Common Parish Council).

### **3. Persons affected, who will be aware of and agree to this policy:**

- All trustees, volunteers, councillors and staff
- All those attending any activity or service that is being delivered at the village halls or hireable MUGA.
- All visitors and contractors and service personnel if working at the premises at the same time as other hirers.

### **4. Policy principles**

There can be no excuses for not taking all reasonable action to protect adults and children at risk of abuse, exploitation, radicalisation, and mistreatment. 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.

Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall have a zero-tolerance approach to abuse.

Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall 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.

Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall are committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall are aware of the work of their local safeguarding Board/Partnership and other support organisations on the development and implementation of procedures for the protection of adults and children 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.

Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall are committed to the following principles:

- The welfare of the child, young person 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; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

### **5. Procedures**

- a) Hirers ensure that no adults involved in their activity have convictions in relation to abuse.
- b) All members of staff, councillors and volunteers will familiarise themselves with safeguarding responsibilities, undertake available training on safeguarding issues including whistleblowing where it is available **and** ensure that they understand the principles set out in this policy at 3 above.
- c) Sonning Common Parish Council and the trustees of Kidmore End War Memorial Hall will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.

- d) Staff, councillors, helpers or other volunteers will not have unsupervised access to children or adults at risk unless appropriately vetted.
- e) The Parish Council will follow safe recruitment practices.
- f) A member of Council Staff will be appointed to be responsible for child and adult at risk safeguarding matters. This is the Designated Lead Safeguarding Officer and will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.

**The named Designated Lead Safeguarding Officer is Sunny Smithers- contact 07483122537.**

If a safeguarding suspicion or disclosure occurs, report to Sunny Smithers- Designated Lead Safeguarding Officer.

If you cannot contact the Designated Lead Safeguarding Officer or the complaint is regarding the Designated Lead Safeguarding Officer, please call the Assessment Team (for the area in which the child/young person lives) as soon as possible. Ask to speak to the duty social worker.

**Local Authority Designated Officer (LADO) at Oxfordshire County Council:  
01865 810603 or email the LADO  
team: [lado.safeguardingchildren@oxfordshire.gov.uk](mailto:lado.safeguardingchildren@oxfordshire.gov.uk)**

<https://schools.oxfordshire.gov.uk/cms/content/local-authority-designated-officer-lado>

**MASH: If an immediate response from Children's Social Care is necessary, call 0345 050 7666.**

<https://www.oxfordshire.gov.uk/business/information-providers/multi-agency-safeguarding-hub>

**If you have an urgent concern for a child or vulnerable adult call 999 or 101.**

- a) All suspicions or allegations of abuse against a child 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 or adult at risk who has:
  - behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.
  - possibly committed a criminal offence against or related to a child or adult at risk; or
  - behaved towards a child or children or adult at risk in a way that indicates they may pose a risk of harm to children.

The Parish Office will ensure that all hirers of the hall have signed a hiring agreement. This will require all hirers who wish to use the halls or polymeric MUGA 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, insurance documents and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS).

The Parish Office will carry out an annual review of this policy.

**Policy adopted:**

This Model forms part of ACRE's Information Sheet No. 5 on Safeguarding

