

LOVER COMMUNITY TRUST SAFEGUARDING POLICY

Introduction

Lover Community Trust (LCT) registered as a Charitable Incorporated Organisation in November 2015 and is managed by a Board of Trustees. The Registered Charity Number is 1164291. The address is: The Old School, School Road, Lover, SP5 2PW. We provide a facility that can be used for educational, sport and recreational purposes, to the benefit of the local community. This community facility consists of 'The Old School Building, including 'Lover Green' and can be hired out for use by other organisations which provide activities which are open to Vulnerable Users.

As the building is unmanned most of the time and used by Hirers without the Trustees and LCT Volunteers in attendance, the onus is on the Hirers and anyone in assistance, to be aware of their own safety and the safety of Vulnerable Users. Any Trustee, LCT Volunteer, Hirer or anyone in assistance who has regulated activity with Vulnerable Users (Children, Young People and/or Vulnerable Adults), will be required to undertake the appropriate checks.

This policy applies to the Board of Trustees, LCT Volunteers and anyone working on behalf of the Trust. It also applies to both regular and casual Hirers, and those assisting. Details of policy procedures can be found in the Appendices. This policy relates to other policies e.g. Health & Safety.

The purpose of this policy is:

- To protect Vulnerable Users who receive the services of The Old School.
- To demonstrate its commitment to keeping safe Vulnerable Users with whom it works regardless of age, disability, ethnicity, gender, religion, sexual orientation or identity.
- To acknowledge the LCT's duty to act appropriately when there are any allegations, reports or suspicions of abuse and to work in partnership with statutory agencies who have a legal duty to investigate.
- Provide anyone working for or on behalf of the LCT with clear guidance and procedures for the reporting and recording of concerns.
- To provide our Volunteers with the overarching principles that guide our approach to safeguarding.

Principles

Lover Community Trust considers safeguarding as a matter of highest importance. We believe that those who are vulnerable should never experience abuse of any kind. It is recognised that the Trustees have a responsibility to promote the welfare of all Vulnerable Users to keep them safe.

Vulnerable Users could include children, young people, adults with learning difficulties or physical disability, frail people, elderly people and carers. We have a duty to safeguard not only all Vulnerable Users of The Old School and its premises but also those who may come into contact with Vulnerable Users.

The welfare of Vulnerable Users is paramount and is the responsibility of everyone. All Vulnerable Users without exception have the right to protection from abuse or violence, whether physical, verbal, sexual, bullying, racist, exclusion or neglect. Vulnerable Users have a right to equal protection from all types of harm or abuse.

It is the responsibility of the Board of Trustees:

- To demonstrate their commitment to safeguarding.
- To sign a Code of Conduct on becoming a Trustee.
- To ensure that all Trustees, LCT Volunteers, Regular Hirers, Casual Hirers and anyone in their assistance are made aware of their responsibilities with regard to Vulnerable Users.
- To ensure that no member of the Trustees, Volunteers or other helpers will have unsupervised access to Vulnerable Users unless they have been through the Safe Recruitment procedure and introductory Child Protection or Vulnerable Adults Protection training.
- There will be two Designated Safeguarding Persons to whom any suspicions or concerns should be reported. These persons are to be nominated annually at the AGM. The current Designated Safeguarding Persons are as follows:

Rachel Jones will.merrett@btopenworld.com

Marilyn Dollard marilyndollard@aol.com

All suspicions or allegations of abuse against Vulnerable Users will be taken seriously and dealt with speedily and appropriately.

- The Trustees will endeavour to keep the premises safe for use by Vulnerable Users. The Trustees recognise that a higher standard of safety is required where use is made by small children, those who cannot read safety notices/warning signs, physically less able users and those who are frail.
- Any organisations or individuals hiring the hall for the purposes of holding regulated activities are required to show their own Safeguarding Policy. Those requiring Ofsted registration should show their registration and their own Child Protection Policy. Safe Recruitment Processes should be used to appoint staff who will be working with children or vulnerable adults in any kind of activity.
- The Trustees will ensure that Hirers are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold to those under the age of 18. The Trustees will ensure that hirers are aware that no children may be admitted to films when they are below the age classification for the film or show. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.

We will seek to keep Vulnerable Users safe by:

- Valuing them, listening to and respecting them.
- Developing and implementing effective e-safety policy guidelines.
- Providing effective management for Volunteers through supervision and support as necessary.
- Recruiting Trustees and Volunteers safely, ensuring all necessary checks are made.
- With the help of agencies, sharing information about protection and good practice with Vulnerable People, Parents, Trustees and Volunteers as appropriate.
- Always responding to any concerns regarding the physical, sexual, emotional or psychological safety of a Child or other Vulnerable Person.
- Displaying this policy on our website <https://lover.org.uk> and making a hard copy, complete with the appropriate appendices, available on request.

Legal Framework

This Policy has been developed in accordance and under the guidance of:

- Safeguarding Children & Young People Policy (Community First, Wilts. 2018)
- Working Together to Safeguard Children (2018)
- Safeguarding Vulnerable Groups Act (2006)
- Children Acts (1989 and 2004)
- United Convention of the Rights of the Child (1991)
- What to do if You are Worried a Child is being Abused (2015)
- Sexual Offences Act (2003)
- Counter - Terrorism and Security Act (2015)
- Revised Prevent Duty Guidance: for England and Wales (Home Office 2015)
- Protection of Freedoms Act (2012)
- Safeguarding and Protecting People for Charities and Trustees (Gov.UK Charities Commission 2018)
- A Guide to Safeguarding Vulnerable Users for Village Halls and Community Buildings (Action with Communities in Rural England)

A summary of the key legislation is available from NSPCC Safeguarding Standards and Guidance (England) <https://learning.nspcc.org.uk/.../nspcc-safeguarding-standards-and-guidance-england-2018>

Monitoring and Review

The Chairman is responsible for monitoring this policy and ensuring that all Trustees are aware of their responsibilities as outlined in the policy. This policy will be in the public domain.

Lover Community Trust will oversee, review and update this policy **annually**, following the AGM. It will be reviewed in conjunction with the Health and Safety Policy.

Date approved:

Signed _____ Chairman

Signed _____ Secretary/Designated Safeguarding Person

Signed _____ Designated Safeguarding Person

Signed _____ Trustee

Date of next review: **April 2020, following AGM**