



The Watmough Memorial Hall

Charity number: 521979

Also known as: **Saxilby Village Hall** (Working Name)

Safeguarding Policy

Document Review History

None known

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None

1. Policy Statement:

Saxilby Village Hall is committed to providing a safe and welcoming environment for everyone who uses the hall. We recognize our responsibility to safeguard and promote the welfare of children, young people, and vulnerable adults who attend activities held on our premises.

The Management Committee will take reasonable steps to help protect all users from harm, abuse, neglect, exploitation, and inappropriate behaviour.

2. Purpose:

This policy aims to:

- Promote the safety and wellbeing of children and vulnerable adults.
- Ensure concerns are taken seriously and acted upon appropriately.
- Provide guidance for committee members, volunteers, hirers, and users of the hall.
- Support compliance with relevant safeguarding legislation and guidance.

3. Scope:

This policy applies to:

- Management committee members.
- Volunteers working on behalf of the village hall.
- Organisations and individuals hiring or using the hall.
- Contractors engaged by the village hall.

The Village Hall itself does not usually provide regulated activities; however, groups and organisations using the hall remain responsible for safeguarding within their own activities.

4. Responsibilities:

Management Committee

The Management Committee will:

- Adopt and regularly review this safeguarding policy.
- Appoint a designated Safeguarding Lead
(for the duration of this policy the Safeguarding Lead is:
Name: **Jackie Howells** Contact details: **07813095765**)
- Respond appropriately to safeguarding concerns reported to the committee.
- Maintain a safe environment and appropriate procedures.

Hall Hirers

All organisations hiring the hall for activities involving children or vulnerable adults must:

- Have their own safeguarding policy where appropriate.
- Ensure suitable supervision arrangements are in place.
- Obtain any necessary Disclosure and Barring Service (DBS) checks where required by law.
- Comply with all safeguarding legislation and guidance.

5. Recognising Safeguarding Concerns

Concerns may include:

- Physical abuse.
- Emotional or psychological abuse.
- Sexual abuse.
- Neglect.
- Financial abuse.
- Domestic abuse.
- Bullying, harassment, or discrimination.
- Exploitation, including online exploitation.

6. Reporting Concerns

Anyone who becomes aware of a safeguarding concern should:

1. Record the facts as accurately as possible.
2. Report the concern immediately to:
 - The activity organiser; and/or
 - The Village Hall Chair or designated safeguarding contact (see **4.**).
3. If a child or vulnerable adult is at immediate risk of harm, contact emergency services by calling **999**.

The committee will treat all concerns seriously and confidentially, sharing information only where necessary to protect individuals or comply with legal obligations.

7. Confidentiality

Information relating to safeguarding concerns will be handled sensitively and in accordance with applicable data protection laws. Confidentiality cannot be guaranteed where there is a risk of harm and information needs to be shared with appropriate authorities.

8. Safe Recruitment

Where the village hall directly recruits staff or volunteers to work with children or vulnerable adults, appropriate recruitment procedures will be followed, including references and DBS checks where legally required.

9. Code of Conduct

Committee members, staff and volunteers should:

- Treat everyone with dignity and respect.
- Avoid inappropriate physical or verbal behaviour.
- Report concerns promptly.
- Maintain professional boundaries.
- Follow health and safety procedures.

10. Review

This policy will be reviewed annually or sooner if legislation, guidance, or operational requirements change.