

Vulnerable Person's Policy Statement

At **Upper Beeding and Bramber Village Hall**, Trustees and volunteers have a duty to safeguard vulnerable users of the Hall.

They must respond to any concerns they may have regarding the physical, sexual, emotional, or psychological safety of a vulnerable person or concerns relating to discrimination or financial violation or exploitation of a vulnerable person.

Vulnerability is not a fixed attribute it may occur at different times and different contexts.

Safeguarding encompasses anti - discrimination.

Principles

The Village Hall Trustees will create a safe environment where all are welcomed and protected from harm. The Trustees will be mindful of their responsibilities under Disability and Equality Legislation and will take any reasonable steps to maximise the access and enjoyment of facilities for all users.

They will be mindful of the need to be aware of unintentional discrimination.

Safe Recruiting and Working

Any staff employed by the hall will be required to provide an employment history and two references.

The Hall does not work directly with children or vulnerable adults but no Trustee, Volunteer or Contractor may have unsupervised access to children or vulnerable adults on Hall premises.

1. The policy will be reviewed at the AGM. New trustees will be given an introduction to this policy and understand their responsibilities.
2. A copy of the policy will be displayed on the web site and available in the hall
3. Organisations hiring the hall for activities for children will be asked to show their **Child Protection Policy**, similarly organisations providing services for adults with known vulnerabilities will be asked for their policy documents. All other hirers will be made aware of this policy.
4. Hirers will be required to report any damages or breakages which have health and safety implications to the Booking Clerk.

Reporting Incidents

The Chair will be the main contact for reporting concerns, other executive members will also be available.

If there are circumstances where imminent danger is threatened a 999 call is required.

Confidential discussion between officers and other relevant people may take place to clarify the circumstances.