



Aims of the Policy

Bishop's Cleeve Village Hall charity – The Tithe Barn - intends to create an environment in which children are safe from abuse and in which any suspicion of abuse is promptly and appropriately responded to.

Whilst the Voluntary Management Committee, the charity's Trustees, do not run any children's club or other activity, and do not normally have unaccompanied contact with children under the auspices of the Village Hall, they will comply with this policy where it is applicable and they require that every hirer whose hire involves children does have a policy that complies with current legislation or the policy set out below, whichever is the most current. Any contractors employed by the trustees, such as gardeners or cleaners shall comply with this policy.

Compliance with the Children's Act 1989

It is the responsibility of the person who has signed the hire booking form to ensure that any activities for children under eight years of age comply with the provisions of the Act and that only fit and proper persons who have passed the appropriate Disclosure and Barring Services checks have access to the children. Checks may also apply where children over eight and vulnerable adults are taking part in activities. The Hirer shall provide the trustees with a copy of their Child Protection Policy on request.

Responding appropriately to suspicions of abuse

Safeguarding the vulnerable is everyone's responsibility to report, be it a Trustee, Hirer or User of the Barn. Our first concern shall be for any vulnerable people in the Village Hall.

If there is any cause for concern it must be reported to the relevant bodies, following the procedures set out at www.gscb.org.uk, as defined by our "Safeguarding Partner" (which is GLOUCESTERSHIRE) or by calling the 'MASH: Multi-Agency Safeguarding Hub' on **01452 426565**. If you have immediate concerns about the safety of a child choose **option 1**, for advice Option 3.

Record keeping

If a report is being made, the person making the report must record the facts they have witnessed. These must include (if possible); the name, address and age of the vulnerable person; timed and dated observations, describing objectively the behaviour/appearance of the victim, without comment or interpretation; where possible, the exact words spoken by the victim; the dated name and signature of the recorder. These records must be passed onto the MASH Team.

The details of an incident must ONLY be disclosed to the MASH team (for privacy reasons) and not even to the hirer or other trustees.

Safeguarding Leads

Cathy Lea or Sam Fisher can be contacted for advice by any trustee who has witnessed an incident about which they have any concern.