



Safeguarding Children & Vulnerable Adults Policy Statement

The Petuaria Community Centre Trustees manage the premises at the Petuaria Community Centre which can be used to provide activities for children and vulnerable adults.

It is the intention of the Committee to ensure that children and vulnerable adults who come into the premises are provided with a safe and secure environment and are protected from harm.

The Trustees require that the same responsibilities and conditions of hire which apply for the use of the centre in general also apply to use for activities for children and vulnerable adults (i.e. safeguarding, health and safety, access, fire regulations, Covid precautions etc). In addition, the Trustees have set out conditions in Appendix 1 of this policy which the Hirer must comply with, for activities that include children and/or vulnerable adults, as a condition of hire of the premises.

Purpose

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

This policy defines how the Petuaria Community Centre (PCC) operates to safeguard children, young people and adults at risk of abuse or neglect. We have a duty of care and are committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk who are 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.

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.

Adult 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.

Persons affected

- All trustees, volunteers, and staff
- All those attending any activity or service that is being delivered from the PCC charity property
- All visitors and contractors

Policy principles

There can be no excuses for not taking all reasonable action to protect adults 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.

The Petuaria Community Centre charity has a zero-tolerance approach to abuse. The PCC charity 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.

The Petuaria Community Centre charity is committed to promoting wellbeing, to the prevention of harm and to responding effectively if concerns are raised.

The PCC charity is 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 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.

The PCC Committee is 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
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

Procedures

- a. All members of the committee will have signed the Trustee Statement of Eligibility form for trustees. This includes a declaration that they have no convictions in relation to abuse.
- b. All members of the committee will familiarise themselves with safeguarding responsibilities, undertake training on safeguarding issues (including whistleblowing) where it is available and offered by their local safeguarding board/partnership or other local support organisations, and ensure that they understand the principles set out in this policy at 3 above.
- c. All members of the committee will work together to promote a culture that enables issues about safeguarding, and promoting welfare, to be addressed.
- d. All members of the committee, helpers or other volunteers will not have unsupervised access to children or adults at risk unless appropriately vetted.
- e. The Centre committee will follow safe recruitment practices.
- f. A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.

The named person is Sara Dawson.

- g. 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, or concern, about the quality of care or practice, or a complaint.

An allegation may relate to a person who works with children or adults at risk who has:

- behaved in a way that has, 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.

The Centre committee will ensure that all hirers of the Centre have signed a hiring agreement. This will require all hirers who wish to use the Centre 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 and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS).

The Petuaria Community Centre management committee will carry out an annual review of this policy.

Policy amended March 2023.

Signed:

On behalf of Petuaria Community Centre

Name:

Date:

Position:

Charity Number: 1117682

Appendix 1

Conditions of Hire for Activities Involving Children and/or Vulnerable Adults

Children

1. The Hirer must comply and produce evidence to the Committee of any legal requirements that may relate to their hiring (e.g. playgroups and Ofsted registration).
2. Child Protection
 - The Committee will ensure that any staff they employ (e.g. caretaker or other staff who are likely to be in unsupervised contact with child based groups in the premises) will be required to be checked under the Criminal Record Bureau Disclosure Services as part of the conditions of their employment.
 - Hirers for activities, other than those arranged as private events e.g. parties by private invitation, must produce copies of their child protection procedures and all adults i.e. trainers, teachers, scout leaders, coaches and their assistants including volunteers will need to have checks under the Criminal Record Bureau Disclosure Services. Many people already involved in children's activities are aware of these procedures and most sporting and national bodies (such as dance scouting, karate etc.) may have such checks already in place for their members. The Trustees' nominated representative will need to see this check, a copy of which is held by the individual. It may suffice but each potential hirer is reviewed individually and in confidence and a repeat check may be required.
 - It is the responsibility of the Hirer to ensure that any person who has contact with the children in their care is never left alone with a child unless they have been checked with the DBS.
3. Employment of Children
 - The Trustees comply with legislation relating to the employment of children and hirers are expected to do the same. Special risk assessments will also be required.
4. Stage Performances
 - Hirers need to comply where appropriate with The Children (Performance) Regulations 1968 which sets out the requirements for children performing in a show over a period of time.
5. Young People Parties and Clubs
 - A Guidance Note relating to arrangements for private events (e.g. children's birthday parties) is attached which the Hirer is advised to follow. Please note that the Hire Agreement can only be signed by persons over 18 years of age.

6. Children Left Behind

- o In the event that a child is not collected from an activity or event, the responsibility for dealing with this situation rests with the Hirer who, if necessary, must seek the advice or the involvement of the Police or other authorities.

Vulnerable Adults

- a. The Trustees extend the same duty of care in relation to vulnerable adults (elderly, mentally and/or physically disabled) as to children. The Trustees may, in certain circumstances, require the Hirer to comply with the requirements of Paragraphs a and e in relation to vulnerable adults.
- b. The premises provide access and facilities designed to facilitate use by vulnerable adults including those using wheelchairs, but hirers must satisfy themselves that the premises and its facilities are suitable for their users.
- c. Be fully prepared for emergencies – see Standard Conditions of Hire. Admit by invitation or ticket only; ensure gate crashers cannot gain entry. Ensure there is adequate adult supervision with a minimum of 2 persons at all times.
- d. Bring a mobile phone to summon support if you need it.

Activities involving under 16's

1. Set clear rules and enforce them i.e. no children in the kitchen or allowed outside the building etc.
2. You do not provide alcohol (watch for smuggling attempts). You regularly check toilets.
3. You enforce the no smoking ban.
4. You decide in advance how you will deal with a child who is not collected at the end of the activity.
5. In the interests of child protection, it is best not to leave a child alone with an adult that is not that child's parent or guardian.
6. This advice should be helpful in ensuring you have a successful event for all.

Please direct any queries or concerns to:

bookings@broughcommunitycentre.co.uk or S A Muzaffar sam@muzaffar.karoo.co.uk.