

## **BROOKWOOD MEMORIAL HALL – CHILD PROTECTION AND VULNERABLE ADULTS POLICY**

*Guiding Principles:*

**The welfare of the child is paramount.**

**All children, without exception, have the right to protection from abuse.**

**Policy:** All organisations using the hall that provide activities /services for children or vulnerable adults will need to have a Child/VulnerableAdults Protection policy.

**Procedure:** The Lettings Agent will require all such organisations to demonstrate and sign they have an approved Child/VulnerableAdults adults policy in place.

**Policy:** NO member of the management committee, caretaker or any employee, contractor or volunteer will have unsupervised access to children or vulnerable adults unless appropriately vetted.

**Procedure:** All members of the management committee and any employees will be made aware of this policy and the relevant vetting procedures. Should checks become necessary, they will be undertaken by the Chairman in compliance with relevant legislation, regulation and guidance.

**Policy:** All suspicious or allegations of abuse against a child will be taken seriously and the Chairman will be responsible for Child Protection or vulnerable adults matters.

**Procedure:** The Chairman will have responsibility for receiving, responding to and reporting concerns that arise, as a matter of urgency, to the local authority Child Protection or vulnerable adults lead agency.

**Policy:** All management committee members will be required to become aware of Child Protection or vulnerable adults issues.

**Procedure:** Copies of the relevant Acts and guidance will be held by the Chairman as a reference material for committee members. Relevant Child Protection or vulnerable adults training for management committee members will be encouraged whenever any members could be considered responsible for children or vulnerable adults using the facilities.

**Policy:** The policies and procedures outlined above will be regularly reviewed.

**Procedure:** The Chairman will present at least annually a policy and procedure updated from changed requirements or guidance. New management committee members will be provided with an understanding of their responsibilities in matters of Child Protection or vulnerable adults.

**Policy:** Members of the public who use the hall should be aware of the Child Protection and vulnerable adults policies and procedures adopted by Management Committee.

**Procedure:** A copy of this document will be displayed in the entrance hall of the Memorial Hall and on the website currently [www.bmhalls.org.uk](http://www.bmhalls.org.uk)

Reviewed and Approved by the Management Committee, Brookwood Memorial Halls  
25 June 2020