



West Hatch Village Hall

West Hatch Village Hall, Registered Charity Number: 282641

Safeguarding Policy

We, as Trustees of West Hatch Village Hall, are committed to ensuring the safeguarding of children, young people and vulnerable adults in the use of the Hall and when offering its activities. We aim to offer a safe place for all local people to enjoy, where they feel welcome. Everyone who uses our Hall should feel welcome, respected and feel safe from abuse. We will work to ensure a non-discriminatory environment and will challenge those who make others feel vulnerable. We aim to create a physical environment that meets the needs of all users and will encourage attitudes in Trustees and local residents that is inclusive.

Vulnerable adults or children:

A person (adult or child) who might be considered vulnerable has the right to:

- Be treated with respect and dignity.
- Have their privacy respected.
- Be able to lead as independent a life as possible.
- Be able to choose how to lead their life.
- Have the protection of the law.
- Have their rights upheld regardless of their ethnicity, gender, sexuality, impairment or disability, age, religion or cultural background.
- Be able to use their chosen language or method of communication.
- Be heard.

We are committed to acting promptly whenever a concern is raised about a child, young person or vulnerable adult or about the behaviour of an adult in a position of trust, and will work with the relevant statutory authorities when an investigation is necessary. This statement of principles applies to children, young people and adults.

Our commitment is to:

- safeguarding and protecting all children and adults when using our Hall,
- creating a safe, caring community space which provides an environment where adults and children can find support,
- preventing abuse.

The Village Hall Committee who are Trustees and local residents need to be aware of dangers and be prepared to report concerns and take action if necessary. If a concern is raised it should be shared with one of the Trustees of the Village Hall Committee, who will take any appropriate action to resolve the matter.

Presently, as children are expected to be attending activities in the Hall only with the support of an adult or designated carer, we are not dependent upon using the Disclosure & Barring Service (DBS) disclosures and vetting checks. Trustees may be called upon to help and support vulnerable adults to attend activities at the hall and must take this responsibility with due care and attention to meet the needs of those supported.

Use of shared photographs for **publicity purposes** by the Hall's Trustees will be limited by removing children's faces, taking photos of children sideways on or from their backs or obtaining parental agreement prior to such use.

Complaints:

The term 'complaint' can cover an allegation, disclosure or statement, something seen or something heard. The complaint need not be made in writing but once received it must be recorded and acted upon. Complaints can be taken from alleged victims and third parties. The Chair of West Hatch Village Hall will be informed and take action to resolve the matter, once it has been investigated. This may involve Trustees in reviewing such complaints and taking action to resolve a complaint.

We, the Trustees will seek to challenge any abuse of power, especially by anyone in a position of trust and responsibility, in relation to activities organised by the Trustees.

Concerns:

Users of the Hall can contact the Trustees of the Hall committee when they have a concern and wish to raise it either formally or informally. The Treasurer and Secretary will give further support to resolve such matters. Concerns will be taken seriously. Many concerns can be resolved through discussion and understanding the issues raised.

However, the Chair, will, when necessary, refer a serious matter to the legal authority with the ability to resolve the matter i.e. Social Services, the Police Authority.

The Officers are currently as follows:

Douglas Kerr, Chair on 07770 990213 or 01823 480621

Peter Baverstock, Treasurer on 01823 480015

Margaret Luck, Secretary on 01823 480445 or 07549 101770 480621

If you would like to talk about a concern with your locally based Trustee, email a request to Margaret on mssluck50@yahoo.com and she will advise you of the contacts you could approach.

NB – mobile phone cover is weak inside the hall and you are advised to use yours outside the hall using your own IT provider.

This Policy was authorised by the Committee on 20th April 2026

Review Date: March 2027