

## **PRISTON VILLAGE HALL – SAFEGUARDING POLICY**

Priston Village Hall is available for booking on a session basis to individuals/organisations both from within and outside the village of Priston. Priston Village Hall Committee also directly organises specific events (eg. the annual May Day and Village Social) with the principal aim of raising funds for the village hall.

Where bookings made by individuals/organisations involve children or vulnerable adults, the individual/organisation making the booking is responsible for ensuring adequate safeguarding provisions are in place. However, any issues regarding safeguarding arising from these activities may also be reported to **Mrs. Jo Taylor 07729 420769** who is the Designated Safeguarding Officer for Priston Village Hall.

With regard to activities organised directly by Priston Village Hall Committee:

- all activities will take place in public areas and will not involve any unsupervised, prolonged or close contact with children or vulnerable people away from other adults;
- any events specifically involving children or vulnerable people will be based in an environment where they feel secure;
- all events will be appropriately stewarded, and stewards can be approached for help if required;
- volunteers and traders working with children or vulnerable adults will be recruited by personal recommendation, or appropriate enquiries will be made concerning their credentials.

Any issues relating to this Safeguarding Policy must be referred to the Designated Safeguarding Officer [named individual]. All referrals will be treated seriously and dealt with promptly, including contacting external agencies as appropriate. Records will be kept of all issues raised, and kept securely in line with Data Protection Requirements.

This policy is displayed in the Village Hall and published on the Village Hall website. The policy will be reviewed by the Village Hall Committee annually, or more frequently as required.

**17 November 2018**