



Safeguarding Policy

Safeguarding Vulnerable Users Policy & Procedures

Marden Links Parish Hub is run by a Working Group of Marden Parish Council and volunteers. It currently has no employees.

All of the Marden Links Parish Hub working group and volunteers have a duty to safeguard vulnerable users of the Hub and its premises and those who may come into contact with vulnerable users.

They should respond to any concerns they may have regarding the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation or exploitation of a vulnerable person.

This policy is in place to protect all vulnerable persons regardless of gender, ethnicity, disability, sexuality, religion or faith.

Vulnerable users could include:

- children
- young people
- adults with learning difficulties or physical disability
- frail, elderly people
- carers

Principles.

The welfare of children or vulnerable adults is paramount and is the responsibility of everyone. All children and vulnerable adults, without exception, have the right to protection from abuse, whether physical, verbal, sexual, bullying, exclusion or neglect. Bullying, shouting, physical violence, sexism and racism towards children or vulnerable adults will not be permitted or tolerated. Marden Links Parish Hub is an inclusive community venue for the benefit of all Marden Parish residents.

Policy Statement

1. No member of the working group, helpers or other volunteers will have unsupervised access to children or vulnerable adults unless they have been appropriately vetted and trained.



2. All suspicions or allegations of abuse against vulnerable persons will be taken seriously and dealt with speedily and appropriately.
3. All working group members and volunteers will be made aware of this policy and child protection and vulnerable adult issues.
4. A working group member will be nominated to be responsible for vulnerable persons matters to which any suspicions or concerns should be reported.
5. The working group will endeavour to keep the premises safe for use by children and vulnerable adults. The working group recognise that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled children and adults.
6. Any organisations or individuals using the hub rooms for the purposes of holding activities where Ofsted registration is required should show their registration and their own Child Protection Policy. Safe recruitment processes should be used to appoint staff who will be working with children or vulnerable adults in any kind of activity.
7. The working group will ensure that hub users are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not served to those under the age of 18. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.
8. These policies and procedures will be reviewed annually and updated as appropriate in the interim period.

The working group are not always present during private hirings and therefore it is the responsibility of the hirer to ensure this policy is upheld and the working group are informed when required.

Procedures

- All working group members and volunteers will be given information about child protection and will be encouraged to attend appropriate Child Protection and Protection of Vulnerable Adults training where possible.
- An annual review will take place following the AGM to allow for any required update of policies and or procedures. New working group members and volunteers must be given an induction to this policy and understand their responsibilities.
- A copy of this policy will be available for the attention of all volunteers, users, and working group members



Marden Links

- Organisations using the hub for activities specifically involving vulnerable adults will be asked to show their Vulnerable Adults Protection Policy before the first booking commences. Other organisations or individuals hiring the Hub whose activities may involve vulnerable adults will be made aware of this policy.
- The working group will require users to report any damage, breakages or safety issues needing attention as soon as possible. These will be dealt with as soon as practicable.
- Contractors engaged to carry out work at the premises must not be allowed unsupervised access to children or vulnerable adults. Appropriate supervision will be arranged if necessary.
- If the premises might be used by more than one user group at the same time, the attention of users will be drawn to the need to ensure that children and vulnerable adults are supervised when using toilets.

Review date October 2023