

# Fillingham Safeguarding Procedure

## **INTRODUCTION**

It is a statutory requirement to maintain an effective safeguarding procedure to promote the welfare of children & vulnerable adults and protect them from physical, verbal, sexual, bullying, exclusion or neglect.

## **SCOPE**

Children under 18 & adults who have care or support needs. Fillingham Village Hall has a zero tolerance to abuse.

## **PERSON RESPONSIBLE FOR CHILD AND ADULT AT RISK SAFEGUARDING**

To ensure effective compliance to legislation & this procedure Fillingham Village Hall will appoint a competent person as responsible.

The named person is **Yvonne Sunderland**

## **CHILDREN**

It is the policy of Fillingham Village Hall that all children are the responsibility of their parents. As such any unaccompanied children will be refused admittance to village events.

## **VUNERABLE ADULTS**

The events leader, for any given event, shall:

- Ensure that the events team running the event are aware of this policy and will ensure any vulnerable adults are provided with assistance.
- Report any suspicious behaviour or allegations of abuse to the appointed person for child and adult at risk safeguarding, who will determine what action needs to be taken.

## **VILLAGE HALL HIRE**

The village hall bookings terms & conditions shall require that all hirers who wish to use the hall for activities which include children and adults at risk, other than for hire for private parties arranged for invited friends and family, to either produce a copy of their Safeguarding Policy and evidence that they have carried out relevant checks through the Disclosure and Barring Service (DBS) when requested to do so or, confirm that they have understood and will adhere to the hall's principles and procedures with regard to safeguarding.

The Village Hall Bookings Co-ordinator is responsible for enforcing the above and has the authority to refuse to hire out the hall.

**ISSUED**

June 2026