

SAFEGUARDING POLICY

1. Scope

1.1 The trustees of the Gaskell Hall have a duty of care and are committed to the protection and safety of everyone who enters the premises in whatever capacity they are using it.

1.2 Safeguarding means protecting the health and wellbeing of individuals at risk, enabling them to live safely, free from abuse and neglect. Safeguarding works best when it focuses on prevention of harm. In cases where harm has already occurred, safeguarding is about ensuring that the right action is taken swiftly to prevent further harm.

1.3 This policy applies to:

- all trustees, volunteers, and staff;
- all contractors; and
- all those attending any activity or service that is being delivered from the Gaskell Hall.

1.4 This policy will be reviewed annually by the trustees of Gaskell Hall.

2. Definitions

In this policy:

- “Children and young people” are persons under the age of 18.
- “Safeguarding” is:
 - protecting children and vulnerable adults from maltreatment; and
 - preventing the impairment of the health and development of children and vulnerable adults.
- “Vulnerable adults” are those over the age of 18 who, under s.42 of the Care Act 2014:
 - have care and support needs;
 - are experiencing or are at risk of abuse or neglect; and/or
 - are unable because of their care and support needs to protect themselves against the abuse or neglect or the risk of it.

3. Policy principles

3.1 The trustees shall operate a zero-tolerance approach to abuse.

3.2 Safeguarding is everyone’s business and each professional, organisation and trustee must play their full part in ensuring adherence to this policy.

3.3 The principles of this policy apply to all people who work unsupervised with children or vulnerable adults, or who have unsupervised access to children or vulnerable adults

3.4 The trustees must respond effectively if a safeguarding concern is raised by reporting it to the appropriate agencies in accordance with point 5.2 of this policy.

4. Procedures

- 4.1 All trustees shall sign the Declaration of Acceptance of Office, which includes a declaration that they have no convictions in relation to abuse.
- 4.2 All trustees shall:
- familiarise themselves with their safeguarding responsibilities;
 - undertake training on safeguarding issues where appropriate; and
 - ensure that they understand the principles set out in this policy
 - follow safe recruitment practices.
- 4.3 All eligible persons working with children or vulnerable adults should undergo Disclosure and Barring Service (DBS) or equivalent checks at the level appropriate to their role prior to engagement in those duties. It is the responsibility of the group/organisation hiring Gaskell Hall to ensure this is done.
- 4.4 Individuals bringing children or vulnerable adults who they are related to into Gaskell Hall for personal reasons are not required to have undergone Disclosure and Barring Service (DBS) or equivalent checks although the principles of safeguarding continue to apply.

5. Responsible person

- 5.1 The trustees shall appoint one of their number as the responsible person for child and adult at risk safeguarding matters.
- 5.2 There may be instances when concerns need to be reported as a matter of urgency , to the police or to the relevant safeguarding agency as appropriate. When required, this will be done by the responsible person.
- 5.3 Reportable allegations are those in which a person may have:
- committed a criminal offence against, or related to, a child or adult at risk; behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk; or
 - behaved towards a child or adult at risk in a way that indicates they may pose a risk of harm to children or adults at risk.

6. External users and hirers

- 6.1 The trustees shall ensure that all hirers of the Gaskell Hall have signed a hire agreement.
- 6.2 The hiring agreement shall require all hirers who wish to use the hall for activities which include children and adults at risk to confirm that they have understood and will adhere to the Gaskell Hall's principles and procedures on safeguarding.
- 6.3 Those hiring the hall for private parties for invited friends and family from point 2 but must still to adhere to the principles of this policy and ensure that all children, young people and adults at risk are kept safe at all times while on the premises.
- 6.4 Any external user or hirer breaching this policy will not be allowed to use or hire the hall on any subsequent occasion.