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## Aldbury Memorial Hall Management Committee

### **Child Protection and Vulnerable Adult Policy**

#### **Introduction**

Aldbury Memorial Hall Committee recognises the importance of protecting children (anyone under the age of 18 years) and vulnerable adults. Vulnerable adults defined here as one (over 18yrs) who may be in need of community care services by reason of disability, age or illness; and is or may be unable to take care or protect him or herself against significant harm or exploitation.

#### **Policy Statements**

1. The committee recognises that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled adults.
2. Repeat users who hire the hall for children or vulnerable adults will be asked to show their certificate of Disclosure and Barring Service to the Booking Secretary. Exceptions may be made for organisations where DBS checks are known to be routine and rigorous.
3. The Committee takes no action to vet the person(s) hiring the Hall for one off private parties where children are attending.
4. The Committee stipulates that hirers have a responsible adult present at all times when children and vulnerable adults are using the hall.
5. For the purpose of May Fair, the committee will be considered the hirer. Generally children under the age of 12 are discouraged from volunteering at May Fair unless accompanied by a responsible adult. However at the discretion of the Committee, younger children may volunteer as long as written permission is given by the parent and that the child is either collected or the parent has expressly permitted the child to leave unaccompanied.
6. The hirers are made aware that alcohol should not be consumed by those under the age of 18 and that no children may be admitted to films when they are below the age classification for the film or show.
7. No gambling or entertainment of an adult or sexual nature shall be permitted on the premises.

#### **Procedures 1.**

1. All members of the Committee and volunteers will be given information about child protection and made aware of this policy.
2. A copy of this policy is available on request to all other hirers. Conditions provided to hirers will stipulate the requirements of this policy,
3. The Committee will require hirers to report any damage, breakages or safety issues needing attention to the booking secretary and will be dealt with as soon as

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practicable, in the light of the circumstances, with provision to prevent access by children and vulnerable adults pending repair where appropriate.

4. Appropriate supervision of contractors will be arranged if necessary.

Effective from: Oct 2023

Review due: Oct 2026

Jennie Shaw