

Beckley Village Hall

BVH DN26

Safeguarding Policy

Safeguarding, PREVENT and Modern Slavery Guidance for Staff - Public Buildings with Room Hire

Venue staff should ensure that all external speakers or volunteers wishing to hire the venue have regard to the need to safeguard and promote the welfare of children, young people and vulnerable adults whilst on the premises. This includes the need to prevent people from being drawn into terrorism (the PREVENT duty) and Modern Slavery.

Safeguarding

The Hirer will take responsibility for ensuring that all required safe recruitment checks are undertaken on any external staff or volunteers providing a service on behalf of the Hirer on the premises. This should include enhanced DBS checks on all those likely to have unsupervised contact with children and young people or adults with care and support needs.

If, whilst on the premises, the Hirer becomes aware of something that concerns them from a safeguarding perspective, they must make a referral to the relevant authorities as quickly as possible. This can be done either through their own organisation's procedures or:

- If it's a concern relating to a child or young person, via <http://www.oscb.org.uk/reporting-concerns>
- If it's a concern relating to a vulnerable adult, via <http://www.osab.co.uk/public/reporting-concerns>

PREVENT

Hirer's staff ("Hirer's staff" is to include the Hirer or any delegate of the Hirer) shall not seek to express or allow any individual to express radical or extremist views whilst on the premises, and follow these guidelines.

- record the name of the person who will be lead on the day for the room hire at the time the booking is made.
- ask for that person to bring photo ID with them on the day to show to the reception staff when they arrive. This will just need to be done for new room hirings (i.e. not regular customers/bookings).
- If a member of the Hirer's staff is in doubt or has uncertainty about the Hirer's proposed or actual use of the premises (e.g. room booked for a youth programme but used by a group of adults only), they can seek advice by contacting the councils' community safety team (email: communitysafety@southandvale.gov.uk).

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The Hirer should inform the Booking Secretary if they find themselves in a position of needing to make a safeguarding/PREVENT referral which occurred on the premises

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Safeguarding, PREVENT and with rooms for hire

Safeguarding

You may become concerned about the safety or welfare of a child, young person or vulnerable adult in a number of ways:

- the person may tell you
- the person may say something that worries you
- a third party may voice their concerns
- they may look worried, scared or withdrawn
- they may be in the company of someone who speaks for them
- they appear injured

Reporting concerns relating to a child or young person; <http://www.oscb.org.uk/reporting-concerns>

Reporting concerns relating to a vulnerable adult; <http://www.osab.co.uk/public/reporting-concerns>

PREVENT

Consider if the organisation booking the venue is known to you, find out the topic for the event and think about the following;

- what is the topic for the event?
- consider checking online to confirm the status of speaker and their content
- does the organisation have a reputation for causing disruption at events?
- will the event be supervised by venue staff?
- why has your venue been chosen for this event?
capacity? local interest? some other reason?
- are the organisers requesting special conditions such as a closed meeting?

If you are concerned about a venue hire booking contact
communitysafety@southandvale.gov.uk
or 01235 422593

Modern Slavery – Tips for premises

Modern Slavery

Check authenticity of contractors, chat with agency and look out for the following signs;

- they look malnourished or unkempt, anxious or appear withdrawn. They may have untreated injuries
- they avoid eye contact, appear frightened or hesitant to talk to strangers
- they rarely interact or appear unfamiliar with their neighbourhood or where they work
- they wear the same clothes every day, clothes which may be unsuitable for their work
- unusual travel arrangements, are they dropped off or collected for work on a regular basis either very early or late at night?

If you are concerned that an individual may be a victim of Modern Slavery contact the police on 101 or the Modern Slavery Helpline: 0800 121 700.

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