

Wellington Community Association
The Community Centre, Wellington, Herefordshire HR4 8AZ
Registered Charity no. 503857

Safeguarding Policy - V1.2

Background:

Wellington Community Association (WCA) is a registered charity operating from Wellington Community Hall, Wellington, Herefordshire HR4 8 AZ.

WCA operates in accordance with Charity Commission guidance etc, a 'Scheme' or constitution and is governed by a Committee of 20 or so Trustees assisted by Officers all of whom are unpaid volunteers.

WCA is responsible for the upkeep, management and use of the Community Hall; responsible for the management and use (outside of school use) of the main school hall and associated toilet facilities, and the upkeep of assets it owns and/or leases or has joint use of, namely the Wellington sports pavilion, various playing fields, Wellington Bowls club (green, club house etc), car parks, all-weather pitch, and, community play area.

With regard to the hall, WCA uses a local contractor to provide cleaning and gardening services. Repairs and ad hoc maintenance are contracted out as appropriate. Routine and regular inspection, servicing etc is contracted through, in the main, Wellington Primary School (WPS).

The use of the Community Hall and school hall (outside of school hours) basically comprises hirings out of these spaces to individuals, groups etc in accordance with terms and conditions of hire.

The Wellington sports pavilion is principally used and managed by Wellington Football Club (WFC).

Most of the various playing fields are principally used and managed by WFC.

Some of the playing fields are jointly used and managed by WFC and the WPS.

The bowls green, club house etc are used and managed by Wellington Bowls Club (WBC).

The all-weather pitch is used and managed jointly by WFC and Wellington Tennis Club (WTC).

The community play area is managed by WCA including the use of volunteers.

The large car parks to the east of the Community hall and to the north of the bowls green are managed by WCA and mainly used by users of the three sports clubs plus those attending the Community Hall, dropping and/or picking up school children, attending the play area and/or playing fields.

The small car park immediately to the north of the Community Hall and the overflow car park to the south of the school hall (and within the school perimeter) are jointly and/or concurrently managed and used by the WCA and WPS.

1. Purpose of this Policy

Safeguarding and promoting the welfare of children and adults at risk from abuse or neglect.

This policy defines how the WCA and the Community Hall operates to safeguard children, young people, and adults at risk of abuse or neglect.

WCA has a duty of care and is committed to the protection and safety of everyone who enters our premises including children, young people and adults at risk involved as visitors and/or as participants in all activities and events. WCA also has a duty to safeguard and support our trustees, volunteers, and staff.

2. Definitions

Children and young people are defined as persons aged under 18 years old. This policy will apply to all staff, contractors and volunteers and will be used to support their work.

Safeguarding and promoting the welfare of children is defined as:

- protecting children from maltreatment
- preventing impairment of children's health and development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes.

Adults at risk of abuse or neglect. For the purposes of this policy, adult at risk refers to someone over 18 years old who, according to Section 42 of the Care Act 2014:

- has care and support needs
- is experiencing, or is at risk of, abuse or neglect
- as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk.

Persons affected

- All trustees, volunteers, and staff.
- All those attending any activity or service that is being delivered from the hired facilities i.e. the Community Hall and school hall.
- All visitors and contractors.

3. Policy principles

There can be no excuses for not taking all reasonable action to protect children and adults at risk from abuse or neglect. All citizens of the United Kingdom have their rights enshrined within the Human Rights Act 1998. People who are eligible to receive health and community care services may be additionally vulnerable to the violation of these rights by reason of disability, impairment, age, or illness.

WCA has a zero-tolerance approach to abuse.

WCA recognises that under the Care Act 2014, it has a duty for the care and protection of adults who are at risk of abuse. It also recognises its responsibilities for the safety and care of children under the Children Act 1989 and 2004.

WCA is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.

WCA is aware of the work of the Herefordshire Safeguarding Board & Partnership¹ and other support organisations on the development and implementation of procedures for the protection of children and adults at risk. The policy is about ensuring the safety of all users of WCA facilities.

The WCA Committee is committed to the following principles:

- The welfare of the child, young person or adult at risk is paramount.
- All children, young people and adults at risk have the right to protection from abuse.
- Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part; and
- All suspicions and allegations of abuse must be properly reported to the relevant internal and external authorities and dealt with swiftly and appropriately.

4. Procedures

- A. All members of the committee will **sign the Declaration of Acceptance of Office for trustees** which includes a declaration that they have no convictions in relation to abuse.
- B. All members of the committee will familiarise themselves with safeguarding responsibilities, undertake training where appropriate on safeguarding issues including whistleblowing where it is available and offered by the Herefordshire Safeguarding Board & Partnership¹ or other local support organisations and ensure that they understand the principles set out in this policy at 3 above.
- C. All members of the committee will work together to promote a culture that enables issues about safeguarding and promoting welfare to be addressed.
- D. All members of the committee, helpers or other volunteers will not have unsupervised access to children or adults at risk unless appropriately vetted.
- E. WCA committee will follow safe recruitment practices.
- F. A member of the committee will be appointed to be responsible for child and adult at risk safeguarding matters. This person will have responsibility for reporting concerns that arise, as a matter of urgency, to the relevant safeguarding agency.
- G. **The named person is...** Nafisa Farooqui, contactable via tel. no. 07845 568105.
- H. All suspicions or allegations of abuse against a child or adult at risk will be taken seriously and dealt with speedily and appropriately. The appointed person will know who to contact and where to go for support and advice in relation to an allegation, a concern about the quality of care or practice or a complaint. An allegation may relate to a person who works with children or adults at risk who has:
- Behaved in a way that has harmed a child or adult at risk or may have harmed a child or adult at risk.
 - Possibly committed a criminal offence against, or related to, a child or adult at risk; or
 - Behaved towards a child (or children) or adult at risk in a way that indicates they may pose a risk of harm to children or adults at risk.
- I. The WCA committee will ensure that all hirers of the hall have signed a hiring agreement. This will require 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 WCA's/hall's principles and procedures with regard to safeguarding.**
- J. The WCA committee will carry out an annual review of this policy.
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1 – Website - <https://www.herefordshiresafeguardingboards.org.uk/>