A Guide to Safeguarding for Hirers

Holcombe Village Hall

Everyone connected with Holcombe Village Hall has a role to play in safeguarding. Abuse, harm and neglect can happen to anyone – people who attend our clubs and events at the hall or volunteers who help to run it.

Abuse, harm and neglect are wrong. They are often not visible and are rarely spoken about. We all have a duty to safeguard people.

As a hirer of our hall we want you to be aware that Holcombe Village Hall has:

- A **Safeguarding Policy** which explains our approach to keeping everyone safe.
- A **Designated Safeguarding Lead** (Nicola Woodman) who is one of the trustees and has had training in safeguarding issues. You can seek advice on safeguarding from Nicola or from our Secretary, Catherine. Nicola's and Catherine's contact details are in the Safeguarding File.
- **A Code of Conduct** for all the trustees on our management committee.
- **Safeguarding Procedures and reporting forms** for you to use if you have safeguarding concerns over someone who volunteers or attends an event at our hall. Please note that if you have concerns that someone is at serious immediate risk you should ring 999. If you need advice on other safeguarding concerns, please refer to the local safeguarding boards:

For concern about adults, call the Adult Social Care Teams at Care Direct on 0345 155 1007.

For concern about children and young people, call the Devon Multiagency Safeguarding Hub or MASH on 0345 155 1071.

Emergency Duty Service for out of hours safeguarding concerns can be contacted on: 0345 600 0388

Safeguarding information can be found in the Safeguarding File. This file is placed in the Main Store Room between the Main Hall and the Joan Copp Room.

If you run a club or event (other than a private function) which involves young people under 18 or adults who have care and support needs, you should have a separate Safeguarding Policy and evidence that you have carried out relevant checks through the Disclosure and Barring Service.

We request that you educate yourself to have some understanding of safeguarding. Please read about the types of abuse on the next page. Children and adults with care and support needs are more at risk of abuse. More detailed information is given in the Safeguarding Procedures which are included in the Safeguarding File. Anyone can cause abuse and it can happen anywhere. Remember that we all have a duty to help safeguard people.

There are different kinds of abuse:

Physical Abuse includes being hit, slapped, kicked, pinched, unauthorised restraint, withholding food or being forcibly fed.

Sexual Abuse includes being touched on any part of the body that is not wanted, being made to touch or kiss someone else, being raped, being made to view sexual acts or material or made to listen to sexual comments when they are not wanted.

Discriminatory abuse is not being allowed to do things because of: age, culture, disability, gender, gender reassignment, pregnancy, marriage or civil partnership, race, sexual orientation or religion or belief.

Modern Slavery can take many forms including, but not limited to, sexual exploitation, forced labour, domestic servitude or slavery.

Neglect and Acts of Omission is when medical or physical needs are ignored. This could include not being allowed to access appropriate health or social services, having food or drink withheld or being left in wet or dirty clothes.

Organisational Abuse is providing poor care in a care setting such as a hospital or care home. This abuse and/or neglect may be a one-off incident, repeated incidents or on-going ill-treatment. It includes a lack of individual care, no flexibility of bedtimes or waking, deprived environment or lack of stimulation.

Self-Neglect may happen when a person is unable and/or unwilling to care for themselves or allow others to do so.

Domestic Abuse includes any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of their gender or sexuality. It includes so called ‘honour’ based violence, female genital mutilation and forced marriage.

Financial Abuse is when someone steals money or property. This includes being pressurised into giving people money or paying for things. It can be a misuse of benefits and not being allowed access to money.

Psychological or emotional abuse includes when someone is being threatened, not being given choices, being bullied or isolated from other people.