



Safeguarding Policy

This policy sets out how QMH will discharge its safeguarding responsibilities for children, young people and vulnerable adults

1. Purpose

Quinton Memorial Hall (QMH) hires out community facilities for other people to use, and occasionally organises events for Quinton residents.

We have a duty of care and are committed to the protection and safety of everyone who enters our premises as visitors and/or as participants in all activities and events.

This policy explains how this duty of care is put into practice.

2. Definitions

Children and young people are defined as

- those persons aged under 18 years old.

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.

Adult at risk of abuse or neglect is defined as someone over 18 and who:

- 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.

3. Policy principles

- Quainton Memorial Hall 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.
- Quainton Memorial Hall is committed to promoting wellbeing, harm prevention and to responding effectively if concerns are raised.
- Safeguarding is everyone's responsibility
- All suspicions and allegations of abuse will be properly reported to the relevant authorities

4. Procedures

- All members of the committee will familiarise themselves with safeguarding responsibilities and undertake training where appropriate.
- Training will be recorded in the minutes of meetings.
- No member of the committee, helpers or other volunteers will have unsupervised access to children or adults at risk unless appropriately vetted.
- 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.
- The named person is Melanie Curtis until The AGM in 2026
- 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.

- The hall 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 hall's principles and procedures with regard to safeguarding.
- The village hall management committee will carry out an annual review of this policy

Adopted on: 19 November 2024

Last reviewed 21 October 2025

Next review due: 21 October 2026

Table of amendments

Date	Amendment
October 2025	Section 4 updated to confirm Melanie Curtis will be the named person until the 2026 AGM