



Safeguarding Policy for Hirers

1. Statement

1.1 All external Hirers organising an activity or an event, where under 18's or adults at risk are present, should have their own safeguarding policy. A copy of this must be given to the hall manager who will keep this on file. Where an external hire company does not have its own safeguarding policy, they will be provided with and will be required to adhere to Exeter Street Hall's safeguarding policy for hirers.

1.2 This policy must be adopted by Hirers who have organised an event or activity where children, young people (ie those defined as under 18) or adults at risk are present **and where they do not have their own policy.**

2. Principles

2.1 The welfare of children, young people aged under 18 years and adults at risk attending any organised activity or event is paramount.

2.2 They have the right to protection from abuse, maltreatment and neglect and prevention of harm to their health and development.

3. Procedures

3.1 The Hirer will ensure a named adult is always present at the event, who will be responsible for all safety matters including safeguarding.

3.2 Should any person be concerned about the safety or welfare of any child or adult at risk at an activity or event, they should either:

- (i) take action to prevent harm happening (e.g. harassment or bullying) and talk with those involved, or
- (ii) bring the matter to the attention of the child's or adult's parents or carers if present, or
- (iii) report the matter to the named adult, for them to decide what action to take.

3.3 If an incident occurs that could significantly affect a child's or adult at risk's welfare, or bring the reputation of THGI Ltd into disrepute, the named event lead should also report the matter within 24 hours to the safeguarding lead Caroline Norman.

3.4 Hirers should adhere to NSPCC guidance on the use of sharing photos in marketing/media <https://learning.nspcc.org.uk/research-resources/briefings/photography-sharing-images-guidance/>