



## Safeguarding Policy

### 1. Statement

- 1.1 This policy applies to a) all children and young people under 18 years old and b) adults at risk, defined as people aged 18 years and over who are unable to protect themselves from significant harm or exploitation. Examples of adults at risk are those having a learning disability, having an illness affecting their mental or physical health, being frail or suffering from drug or alcohol problems.
- 1.2 The policy applies to all Exeter Street Community Hall Ltd (ESCH) directors, employees and volunteers.
- 1.3 The Management Committee will establish an expert volunteer to act as safeguarding lead.
- 1.4 Caroline Norman is the current ESCH volunteer responsible for safeguarding.

### 2. Principles

- 2.1 The welfare of children, young people and adults at risk attending any ESCH-organised event or activity 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 All ESCH-organised activities and events will have a named lead responsible for safeguarding.
- 3.2 Where activities/ events are specifically aimed at children or young people (i.e. those under the age of 18 years) parents or carers will be required to stay at the event. As an example, all children must be accompanied at our Stay and Play Group.  
Where events are open to the general public, e.g. the 'Great Get Together', parents or carers are responsible for their children.
- 3.3 Where activities/events are run by external hire companies, the hirers are responsible for safeguarding for their activities/events. ESCH will obtain a copy of their safeguarding policy where this is available. Where an external hire company does not have its own safeguarding policy, they will be provided with and required to adhere to Exeter Street Hall's safeguarding policy for hirers, which can be downloaded from <https://exeterstreethall.org/policies/>
- 3.2 Should anyone be concerned about the safety or welfare of any child or adult at risk at an 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 event lead, who will decide what action to take.

- 3.3 If an incident occurs that could significantly affect a child's welfare or bring the reputation of Exeter Street Hall into disrepute the named event lead should also report the matter within 24 hours to the safeguarding lead: [safeguarding@exeterstreethall.org](mailto:safeguarding@exeterstreethall.org)
- 3.4 The safeguarding lead will ensure the incident is discussed at the next Management Committee meeting. The Management Committee will put actions in place to help prevent such an incident happening again.
- 3.5 Volunteers undertake DBS checks as determined by the Management Committee on a case by case basis.
- 3.6 Volunteers under the age of 18 are permitted at the discretion of the event/activity lead, subject to being supervised by an adult who has been DBS checked and following prior agreement with their parent/carer.

### **Policy on Photography**

- 4.1 ESCH will follow the NSPCC's guidance on the use of photography and sharing images of children: <https://learning.nspcc.org.uk/research-resources/briefings/photography-sharing-images-guidance/>
- 4.2 ESCH will not use images of children attending events and activities without the prior consent of parents who may be asked either to opt out or opt in.