

Neighbours' Hall SAFEGUARDING POLICY Promoting a safer community facility

The following policy was agreed at the Neighbour's Hall Committee meeting held on

In accordance with the Church of England, who are associated with the Neighbours' Hall, the Neighbours' Hall Safeguarding Policy is committed to:

- Promoting a safer environment and culture as safeguarding is everyone's responsibility.
- Safely recruiting the management committee, employees and volunteers.
- Supporting the committee, employees, contractors and volunteers with any responsibility related to children, young people and adults who are at risk.
- Responding promptly to every safeguarding concern or allegation.
- Responding to those that may pose a present risk to others.

The Neighbours' Hall Management Committee will:

- Create a safe and caring place for all.
- Have named Designated and Deputy Safeguarding Officers (DSO) to work with the Neighbours' Hall Management Committee to implement policy and procedures.
- Safely recruit, train and support all those to have the confidence and skills to recognise and respond to safeguarding issues.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the Neighbours' Hall.
- Display in Neighbours' Hall and on the Neighbours' Hall website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults who are at risk when a safeguarding concern of any kind arises, following the pathway this includes notifying either the Oxfordshire Safeguarding Children's Board – OSCB or Oxfordshire Safeguarding Adults' Board – OSAB as appropriate.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Ensure that Health and Safety policy, procedures and **risk assessments** are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each member of the Neighbours' Hall Management Committee, employees, contractors and volunteers, will agree to abide by this policy and the guidelines established by the Neighbours' Hall Management Committee. It is a legal requirement to comply with the Government Statutory Framework: Working Together to Safeguard children 2018 and Care Act 2014.

This Neighbours' Hall Management Committee, Chair, Mike Robinson appoints

Pippa Read as Designated Safeguarding Officer and Christine Donnelly as Deputy Safeguarding Officer

Date 06 Feb 2024

1a Neighbours' Hall Safeguarding Policy 05.02.24

note highlighted in yellow – work in progress, will tick and date when completed

Neighbours' Hall Health and Safety Policy

Rationale

As Neighbours' Hall Management Committee, we owe a duty of care to ensure the safety of those who work in or use Neighbours' Hall.

As an employer, we have to meet the requirements of health and safety law and have formalised this in a written Health and Safety Policy, to meet our duty under Section 2(3) of the Health and Safety at Work Act 1994.

We are a small, comparatively low-risk environment with one part-time employee. This policy reflects the typical arrangements requires and hazards encountered here. It can be used to record the arrangements for managing health and safety in these situations.

General statement of Health and Safety Policy

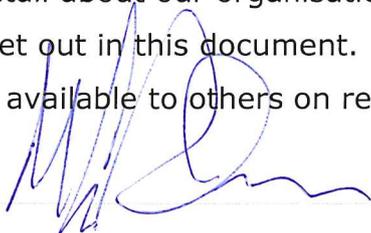
Our policy is to ensure , so far as reasonably possible, that our activities are carried out safely and do not pose a risk to the health of our Neighbours' Hall Management Committee, employees, contactors, volunteers and visitors who may use Neighbours' Hall. This will be in accordance with good practice and any relevant statutory provisions where they apply.

We will appoint a member of the Neighbours' Hall Management Committee to have specific responsibility for this policy and its implementation. We will keep health and safety matters under review at appropriate intervals. We will monitor the effectiveness of the policy, amending it where it is no longer valid.

It is the duty of each Neighbours' Hall Management Committee member, employee, contractor and volunteer to exercise personal responsibility for their own safety and that of others. This policy will be brought to their attention. We will try to ensure that everyone involved with Neighbours' Hall plays his or her part in its implementation.

Further detail about our organisation and arrangements for managing health and safety is set out in this document. A copy of it will be kept in Neighbours' Hall and made available to others on request.

Signed



Date

8 Feb 2024

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