

Morrell Room Streatley

Safeguarding Policy

The Trustees of The Morrell Room (“MR Trustees”) have a duty to endeavour to safeguard any vulnerable persons who are using The Morrell Room.

The MR Trustees must respond to any concerns or feedback they have received concerning the physical, sexual, emotional or psychological safety of a vulnerable person or concerns relating to discriminatory or financial violation or exploitation of a vulnerable person in the context of the use of the Morrell Room.

Vulnerable persons include children, young people, adults with learning difficulties or physical disability, frail, elderly people and carers.

Policy Statement

1. The MR Trustees will ensure that no trustee, helper or other volunteer or staff member will have unsupervised access to children or vulnerable adults unless they have been through the safe recruitment procedure and introductory Child Protection or Vulnerable Adults Protection training.
 2. All suspicions or allegations of abuse against a vulnerable adult or child will be taken seriously and dealt with speedily and appropriately.
 3. All Morrell Room staff and volunteers will be made aware of this policy and should be offered appropriate training.
 4. The nominated and named Vulnerable Users representative to whom any suspicions or concerns should be reported is **Mr. Phil Walsh**, a MR Trustee.
Contact details: 07769 290762 pjw48@btinternet.com
- In the event of his absence, The Vulnerable Persons Representative will be temporarily delegated to any other MR Trustee.
5. All Morrell Room trustees will endeavour to keep the premises safe for use by children and vulnerable adults. The trustees recognise that a higher standard of safety is required where use is made by small children, those who cannot read safety notices and physically disabled adults.

6. Where the Morrell Room is hired for the purpose of holding activities attended by children under the age of 18, the hirer must have in place an adequate Child Protection Policy and may be asked to provide a copy to the MR Trustees. The hirer will also be made aware of this Safeguarding Policy and, by signing the Hire Agreement will confirm that they comply with it. This requirement does not apply where the purpose of the hire is for private parties arranged for invited friends and/or family of the hirer.

7. The MR trustees will ensure that (a) hirers are made aware of their obligations under the Licensing Act 2003 to ensure that alcohol is not sold to those under the age of 18 and (b) that hirers are aware that no children may be admitted to films when they are below the age classification for the film or show. No gambling or entertainment of an adult or sexual nature shall be permitted on the Morrell Room premises.

8. These policies and procedures will be reviewed and updated as appropriate.

The Vulnerable Persons Representative, or in his absence other MR Trustees, will have responsibility for reporting concerns that arise, as a matter of urgency, to the local authority Child Protection and Vulnerable Adult lead agency. The Vulnerable Persons Representative or in his absence other MR Trustees may initially have a confidential discussion with others in order to clear up any misunderstandings or to corroborate and support any suspicions before reporting a concern to the lead agency.

Agency contact details:

- West Berks Children Partnership
- Contact Advice Assessment Service (CAAS)
- Phone: 01635 519056 email: child@westberks.gov.uk
- West Berks Vulnerable Adults Agency
- Phone: 01635 519056 email: safeguardingadults@westberks.gov.uk