

THE CLIFFE HALL, CLIFFE HIGH STREET, LEWES, BN7 2AH
CHILD AND VULNERABLE ADULT SAFEGUARDING POLICY

This statement of policy and procedures applies to all users of and activities in The Cliffe Hall, Lewes and any persons in any other way connected to The Cliffe Hall including the Trustees of the charity, The Cliffe Feoffees, who own The Cliffe Hall.

The policy is in place to protect all children and vulnerable adults regardless of gender, ethnicity, disability, sexuality, religion or faith.

The owners of The Cliffe Hall believe that the welfare of the child or vulnerable adult is paramount (The Children Act 1989) and is the responsibility of everyone. All children and vulnerable adults have the right to protection from abuse whether physical, verbal, sexual, bullying, exclusion or neglect.

All people associated with The Cliffe Hall and its use have a responsibility for the safeguarding of children and vulnerable adults.

The Trustees of The Cliffe Feoffee will endeavour to keep the premises a safe physical environment for children, young people and all users of the Hall by applying health and safety measures in accordance with the law and regulatory guidance.

No members of the Trustees of The Cliffe Feoffees, The Cliffe Hall employees, outside contractors, hirers or volunteers will have unsupervised access to children or vulnerable adults unless in possession of appropriate clearance such as DBS.

The Cliffe Feoffees will ensure that all hirers/users of the hall are aware that any safeguarding of children or vulnerable adults is the responsibility of the hirers.

The Cliffe Hall **expects** all hirers using the hall for work or classes with children and/or vulnerable adults to have proof of the enhanced DBS check and their own safeguarding policy in place and failure to adhere to these requirements will result in bookings for The Cliffe Hall being cancelled.

Proof of DBS checks and safeguarding policy checks will be required at the time of booking the hall.

Please note that any safeguarding concerns observed or heard will be shared with the relevant agencies to ensure any children or vulnerable adults are safeguarded.

Hirers need to be aware that facilities such as the toilets might be shared with other groups or members of the public and that appropriate supervision/arrangements should be made.

The Cliffe Feoffees will ensure that 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 that no children may be admitted to films when they are below the age classification for the film and no gambling is permitted on the premises.

Acceptance of The Cliffe Hall's safeguarding policy is part of the agreed contract taken out on hiring the hall.

A copy of this policy is displayed on the notice board in The Cliffe Hall.

The policy will be reviewed on an annual basis.

SIGNED..... On behalf of The Cliffe Feoffees

(Name in capital letters)JOHN CLARK.....

Position held in The Cliffe Feoffees.....CHAIRMAN Dated.....

