**Reston Village Hall**

**SCIO No SCO5374**

Safeguarding of Children and Vulnerable Adults Policy

Policy Statement

Reston Village Hall provides the space and facilities for groups and individual leaders to run a variety of weekly, monthly and “one off” activities.

The aim of this policy and procedures are:

* To protect children, young people and vulnerable adults who use the space and facilities provided by Reston Village Hall.
* To encourage user groups to access information and understanding of relevant Scottish laws and to develop their own procedures

We acknowledge that we have responsibility to promote (ensure) the safety and protection of all vulnerable age groups. Public Protection is everyone’s responsibility.

Procedures

Trustees / members of the management committee and volunteers of the Reston Village Hall must report any observed problems or suspicions to the named responsible committee member(s).

Hall users / activity leaders may also report any problems or suspicions to the management committee, and should be directed to the named responsible committee member(s).

The named committee member(s) will decide whether the report should be acted on after discussion with 2 other trustees/committee members. Minutes of the discussion shall be retained.

If concerns continue, then a named committee member will report the incident to the Public Protection Unit.

Named Trustee/Committee Member(s): Kerry Simmonds ……………………..….

 Debs Hellawell ………………………..….