



Supplementary Safeguarding Conditions for Hire of Wroughton Parish Church Hall

The PCC has a policy and procedures for Safeguarding Children and Vulnerable Adults, which can be viewed at http://wroughton.com/?page_id=1979

Your Hire Agreement is conditional on compliance with that policy or with your own policy if you have an equivalent. You are required to ensure that children and vulnerable adults are protected at all times, by taking reasonable steps to prevent injury, illness, loss or damage occurring.

In particular this means that:

- You will comply with the parish policy and procedures for safeguarding children and vulnerable adults (or your own policy if you have an equivalent)
- You will provide the church with a copy of your organisation's safeguarding policy and procedures if you have one
- You will recruit safely all current paid and voluntary workers who work with children and vulnerable adults and where enabled by law to do so obtain satisfactory disclosures from the Disclosure and Barring Service (DBS)
- You will keep an up to date list of the names of all paid and voluntary workers with regular and direct contact with children and vulnerable adults
- You will always have at least two leaders in any group of children and young people, no matter how small the group
- You will ensure no person under the age of 18 years will be left in charge of children of any age
- You will ensure no child or group of children or young people should be left unattended at any time
- You will ensure a register of children or vulnerable adults attending the activity will be kept. This will include name, address, date of birth and next of kin
- You will complete details as soon as possible of any accident or incident occurring during your occupation of the premises which did or could give rise to injury
- You will immediately (within 24 hours) inform the Parish Safeguarding Officer of a) any incidents or allegations of abuse or causes for concern relating to members or leaders of your organisation, or b) any known offenders against children or vulnerable adults seeking to join your membership, and manage such allegations or agreements with offenders in co-operation with statutory agencies, and with the church

Declaration

I have received a copy of the Parish of Wroughton & Wichelstowe Safeguarding of Children and Vulnerable Adults Policy and agree to abide by it or by our own equivalent policy, a copy of which I have provided. I understand that the Hiring Agreement for the premises is conditional on my organisation keeping to these procedures and that the Hiring Agreement can be immediately terminated if we fail to comply with them.

Name:..... Signed:.....

Date:..... Organisation:.....