



Private Parties – Supplementary Safeguarding Conditions for Hire of Wroughton Parish Church Hall for Private Parties

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 you ensuring 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 always have at least two leaders in any group of children and young people, no matter how small the group;
- You will always have adequate numbers of adults in attendance as set out below:
Children aged under 4: 1 adult to every 3 children (minimum 2 adults)
Children aged between 4 and 11: 1 adult to every 8 children plus two additional adults.
Children aged between 11 and 18: For up to 20 children minimum of 2 adults; for up to 32 children minimum of 3 adults.
- 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 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 party, or b) any known offenders against children or vulnerable adults seeking to join your party, and manage such allegations or agreements with offenders in co-operation with statutory agencies, and with the church

Declaration

I have received and agree to abide by the Parish of Wroughton & Wichelstowe Safeguarding of Children and Vulnerable Adults Policy. I understand that the Hire Agreement is conditional on my keeping to these procedures and that the Hire Agreement can be immediately terminated if we fail to comply with them.

Name:.....

Signed:.....

Date:.....