

# Safeguarding Policy: Langport Area CIO 2025

Langport Area CIO, the charity responsible for the management for Langport Town Hall and Ridgway Hall, is committed to providing a safe and welcoming environment. Trustees and volunteers do not usually work directly with children or adults at risk, but we recognise our duty to safeguard welfare through safe management of the halls and hire agreements.

This policy sets out safeguarding principles, responsibilities, and procedures. It will be reviewed annually by the trustees.

## Principles:

- Hirers are responsible for their own safeguarding arrangements.
- Trustees ensure premises are safe and that hire agreements include safeguarding requirements.
- Concerns raised at the hall will be acted upon appropriately.

## Responsibilities:

- Trustees maintain safe premises, include safeguarding in hire agreements, and appoint a Designated Safeguarding Contact (DSC).
- Hirers are responsible for supervising their activities, ensuring DBS checks where required, and having their own safeguarding policies.
- The DSC: Annie Wray, [admin@Landmarklangport.org.uk](mailto:admin@Landmarklangport.org.uk) is the first point of contact for safeguarding concerns.

## Training:

- Trustees do not require full safeguarding training, but the DSC should complete a basic safeguarding awareness course.

## Responding to Concerns:

- Report to DSC immediately. If unavailable, call Police **999**, Local Authority Safeguarding Hub **0300 123 2224**. or NSPCC **0808 800 5000**.
- If concern involves a hirer, trustees may suspend/terminate hire while investigating.

## Monitoring:

- Policy reviewed annually, hire agreements updated accordingly.