

PHMC is committed to using its reasonable endeavours to ensure children and vulnerable adults are safe when attending events or activities at Ponsanooth Hall (the Hall). However all users and parents of children and carers of vulnerable adults who use Ponsanooth Hall should be aware that under current legislation Ponsanooth Management Company (PHMC) does not have any responsibility and indeed is not eligible to carry such responsibility for making Disclosure and Barring Service (DBS) checks on users hiring the Hall.

PHMC has been informed in writing by the DBS that as a provider of a space for activities to take place involving children and vulnerable adults PHMC has no legal entitlement to "initiate or request sight of any DBS checks that may have been carried out". This is due to DBS law and has nothing to do with any lack of capacity on the part of PHMC.

Therefore it remains the responsibility of the parents of children and carers of vulnerable adults to check that those providing the activities and services in the Hall are suitable to work with children and vulnerable groups and have such DBS accreditation as may be required at law.

Categories of activities and events to which this policy applies

If failures in children/vulnerable adult protection procedures on the part of the Hall users come to the attention of the administrator, the PHMC reserves the right to cancel a corresponding booking. These are some of the possible arrangements:

1. PHMC-run family events and activities (parent/carer present)

Parents/carers remain fully responsible for the health and safety of their children/vulnerable charges. They must not leave children/vulnerable adults unattended.

2. PHMC-run activities and events with children/vulnerable adults left in the care of the Hall

Such activities are relatively rare, but where they do PHMC will carry out appropriate risk assessments and address identified risks, and ensure that there is an appropriate emergency plan in place.

PHMC will ensure that regular leaders of PHMC events have undergone relevant DBS checks and appropriate monitoring

3. Activities or events run by groups that belong to a recognised charity or business Organisation

This would apply to some regular classes. PHMC advises such groups, through the booking procedure, that their staff must have DBS checks as appropriate and are advised that they should complete relevant Risk Assessments and Emergency Plans.

PHMC cannot take direct responsibility for child/vulnerable adult safety with regard to events or activities other than those run directly by PHMC.

Parents/carers need to ensure for themselves that they are satisfied with their children's/vulnerable charge's safety. Any such group are advised that they should have satisfactory Child or Vulnerable Adult Protection Policies (as relevant), and concerned parents/carers are advised that they should ask the leaders of the group to supply copies, as well as the name of their local Child/Vulnerable Adult Protection Officer (or equivalent).

4. Regular activities or events run by individuals or private groups

This applies to some of the regular classes at the Centre. At the time the booking is made, PHMC will inform the hirer that such hire is subject to PHMC 's Terms and Booking Conditions and Policies including this safeguarding policy for children and vulnerable adults. The hirer is advised that a risk assessment and emergency plan may be requested. If the administrator has any queries, on request, the Hirer must produce a copy of such risk assessment which will be referred to a PHMC Director for scrutiny.

5. One-off activities or events run by individuals or private groups

This category includes events such as children's birthday parties and occasional publicly advertised events. In these circumstances, the individual/group has hired space in the Hall, and it runs the event and retains responsibility for children/vulnerable adults. PHMC can give no assurances regarding the nature of the individual/group or its members.

Parents/carers need to ensure for themselves that they are satisfied with their children's/vulnerable charge's safety. If a parent or carer is not comfortable leaving their charge, PHMC would strongly recommend that, with the consent of the event organiser, he or she stays as a chaperone.

Contacts in case of concerns

- If anyone has concerns about the care of children or vulnerable adults at the Centre, contact Andy Ridout 07970016137 / treasurer.ponsanooth@gmail.com or any Director immediately.
- The phone number of Child-line (0800 1111) is available for the use of children or adults concerned about children. Cornwall Multiagency Referral Unit is 0300 123 1116 for child concerns; or 0300 1234 131 for Adult concerns; out-of-hours for all on 0300 1234 100
- PHMC will display the contact details of the Administrator, Directors and Child Line telephone number for the use by children or adults concerned about children or vulnerable adults. These may be found on the Hall Notice boards or by contacting the Administrator.

- This policy to be available on PHMC's Ponsanooth Hall website at <http://www.ponsanooth-hall.co.uk/>
- The key messages from this policy may be posted on the notice board in the entrance lobby, with references to how parents/carers can obtain copies of the full policy.
- Group leaders are asked to inform parents and carers about the existence of this policy and to direct them to copies of it.

Policy review

This policy was reviewed by the PHMC Monthly Executive Committee six months after implementation in September 2026. In order to check that it is working, it will be reviewed at least every two years thereafter.

Next review September 2028