



## **Safeguarding Policy**

### **Aim and scope of this policy**

Village recognises that its staff have an important role to play in promoting and safeguarding the welfare of children, young people and adults at risk attending Village premises and/or events and preventing abuse against them.

### **Scope**

This document and its contents applies to all business units within Village Hotels including all employees, sub-contractors, agency staff and any other individuals or organisations deemed to be part of the business operation.

### **Definition**

For the purposes of this policy:

#### **“adults at risk”**

Means any person aged 18 (eighteen) or over who has needs for care and support and is experiencing, or at risk of, abuse or neglect and, as a result of such care and support needs, is vulnerable or unable to protect themselves from either the risk of, or the experience of abuse or neglect.

This may include people with learning disabilities, sensory impairments, mental health needs, older people and people with a physical disability or impairment. An individual's level of vulnerability to harm may vary depending on the circumstances they are in and their needs at that particular time;

#### **“allegation”**

Means information from any source which suggests any person has harmed or abused a child or adult at risk. This may include (i) a person who has previously, does currently or is seeking to work at Village whether in a paid, voluntary, consultancy or third party capacity or (ii) a third party;

#### **“Complaint”**

Means information from any source sharing concerns about a person's behaviour in relation to a child or adult at risk;

#### **“children and young people” or “minor”**

Means any person(s) under the age of 18 (eighteen) years;

#### **“safeguarding children and young people”**

Is the action taken to promote the welfare of children and young people and to protect them from harm. This means protecting them from abuse and maltreatment, preventing harm to their health or development, ensuring they have access to safe and effective care; and (where necessary) taking action to enable children and young people to have the best outcomes while on Village premises and/or events; and

#### **“safeguarding adults”**

Means protecting an adult's right to live in safety, free from abuse and neglect. It is about

people and organisations working together to prevent and to stop both the risks and experience of abuse and neglect, while at the same time making sure that the adult's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action.

### **Aims**

Village has a legal and moral responsibility to promote and safeguard the welfare of any children, adults and adults at risk with which it interacts, in particular as residents with or customers of Village.

To this end, Village will carry out its responsibilities in accordance with applicable legislation in force from time to time (including any statutory modification), including but not limited to:

1. Rehabilitation of Offenders Act 1974
2. Police Act 1967
3. Sex Offenders Act 1997
4. Crime and Disorder Act 1998
5. Children Act 1989
6. Data Protection Act 2018 and GDPR
7. Protection of Children Act 1999
8. Sexual Offences Act 2003
9. Youth Evidence and Crime Evidence Act 1999
10. Children Act 2004
11. Safeguarding Vulnerable Groups Act 2006
12. Protection of Freedoms Act 2012

By ensuring safeguarding policies and procedures are in place, and that these are actively promoted and complied with by Village staff.

### **Principles**

The following principles are key to the Village Safeguarding Policy

1. The interests of the child or adult at risk are, and must always be, paramount;
2. All beneficiaries, regardless of age, gender, ability or disability, race, faith, culture, language, size, shape, language or sexual identity, have the right to protection from abuse or harm;
3. All allegations or suspicions of abuse, neglect, harm or poor practice will be taken seriously and responded to swiftly, fairly and appropriately
4. Collaborating with other organisations, agencies, parents, guardians, carers, children and adults is essential for the welfare of children and adults at risk;
5. All staff, have a responsibility to take action in the ways set out in this policy;
6. Record-keeping is essential at each stage. This also covers disclosures made in electronic communications (e.g. e-mail or text messaging).

### **Addressing Safeguarding Concerns**

If you are unsure or have any queries or concerns regarding situations you consider to raise safeguarding issues, please speak to General Counsel on or [kelli.turner@village-hotels.com](mailto:kelli.turner@village-hotels.com)