

EDGMOND VILLAGE HALL

Registered Charity No: 810315

CHILDREN & VULNERABLE ADULTS CHECKLIST

Completion of this checklist forms part of the *Terms and Conditions of Hire and Hiring Agreement*.

User groups/clubs must meet the following essential criteria (if applicable). All user groups/clubs must complete and return this form even if they do not normally come into contact with children or vulnerable adults during their activities at the Village Hall.

Please read the Edgmond Village Hall *Code of Conduct and Policy Statement - Children and Vulnerable Adults* before completing this form.

User Group/Club:

National Governing Body (if applicable):

Activity:

Designated Person(s):

Address:

Telephone: **Email:**

Coach/Instructor(s) delivering activity [name & contact details]

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Please answer the following questions

(a)	Is the club/group, coach or leader affiliated to an appropriate governing body?	Yes / No / N/A
(b)	Are sessions led by a coach/instructor that has the relevant sports or leadership qualification(s) or level of qualification(s) to lead such activities?	Yes / No / N/A
(c)	Does the club/group, coach or leader have appropriate insurance, with minimum requirements of public liability?	Yes / No / N/A
(d)	Have the coaches/leaders/instructors undergone the appropriate CRB (Criminal Records Bureau) check?	Yes / No / N/A
(e)	Is the club/group committed to safeguarding and promoting the welfare of children and vulnerable adults? How can you demonstrate this?	Yes / No / N/A
(f)	Does the club/organisation satisfy the requirements of the document " <i>Working Together to Safeguard Children</i> " produced by The Department for Children, Schools & Families (DCSF) in so far as it applies to them?	Yes / No / N/A
(g)	Does the club/organisation, coach or leader operate an equal access policy?	Yes / No / N/A

Please delete as applicable and sign to confirm that:

- ❖ The organisation named above does / does not routinely come into contact with children or vulnerable adults.
- ❖ The organisation named above agrees to comply with and support the Edmond Village Hall *Code of Conduct and Policy Statement - Children and Vulnerable Adults*.

NAME:

SIGNED:

DATE:

POSITION:

Please return to: S. Wood, 16 Shrewsbury Road, Edmond, Newport, Shropshire, TF10 8HU
Any queries: 01952 820027 or sarah@bosishop.co.uk

EDMOND VILLAGE HALL USE ONLY

CHECKED BY:

SIGNED:

POSITION:

DATE: