



## Policy

# Child Protection and Vulnerable Adults.

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New Venture Theatre, Brighton

Approved: 5th July 2025

Review Due: 5th July 2026

This document supersedes previous NVT Safeguarding and Child Protection Documents

## 1. Policy Statement

The New Venture Theatre (NVT) is committed to ensuring a safe, welcoming, and inclusive environment for all, particularly children (under 18s) and vulnerable adults who engage in our theatre's activities, performances, and programmes. We believe that the welfare of children and vulnerable adults is paramount and that all individuals have the right to protection from abuse, neglect, and exploitation, regardless of age, gender, disability, ethnicity, religion, sexual orientation, or identity.

## 2. Purpose and Scope

This policy outlines how NVT will safeguard children and vulnerable adults. It applies to:

- - All trustees, staff, volunteers, members, and contractors
- - All activities organised by or associated with the NVT, whether on or off the premises

## 3. Definitions

- - Child: Any person under the age of 18
- - Vulnerable Adult: A person aged 18 or over who, by reason of mental or other disability, age, illness, or personal circumstances, may be unable to protect themselves from harm or exploitation
- - Abuse: Includes physical, emotional, sexual abuse, and neglect, as well as financial exploitation and discriminatory abuse

## 4. Safeguarding Principles

- - The welfare of the child or vulnerable adult is the primary concern
- - All children and vulnerable adults have the right to protection from all forms of harm
- - All concerns, and allegations of abuse will be taken seriously and responded to appropriately
- - We will work in partnership with children, vulnerable adults, their carers, external agencies, and statutory bodies

## 5. Responsibilities

### Trustees and Management

- - Ensure safeguarding policies and procedures are in place and reviewed annually
- - In the absence of a DSO the trustees will assume the role.

### Designated Safeguarding Officer (DSO)

- - Receive and act on safeguarding concerns
- - Liaise with statutory agencies when required
- - Maintain secure records of safeguarding concerns

### Volunteers and Members

- - Understand and adhere to this policy
- - Report concerns or disclosures promptly to a trustee.

## 6. Safe Recruitment and Supervision

- - Volunteers working directly with children or vulnerable adults will undergo appropriate vetting, including Disclosure and Barring Service (DBS) checks
- - All volunteers will receive safeguarding awareness information upon joining
- - Children and vulnerable adults must be supervised by appropriately vetted adults at all times during NVT activities

## 7. Code of Conduct

All individuals working with children and vulnerable adults must:

- - Treat everyone with respect and dignity
- - Avoid any unnecessary physical contact
- - Never be alone with a child or vulnerable adult in a private space
- - Not make suggestive or inappropriate comments
- - Report any concerns immediately

## 8. Responding to Concerns

If a child or vulnerable adult discloses abuse:

- - Listen carefully, stay calm, and avoid asking leading questions
- - Do not promise confidentiality – explain that you may need to share the concern
- - Report the concern to the DSO as soon as possible
- - Record the concern in writing, including date, time, and details of what was said

## 9. Confidentiality and Record-Keeping

- - All concerns will be kept confidential and shared only with those who need to know
- - Written records will be stored securely in accordance with data protection laws

## 10. Training

- - All trustees, staff, and volunteers will be made aware of safeguarding policies and procedures

## 11. Contact Information

Any of the trustees can be contacted

Peter Meekins [peter.meekings@newventure.org.uk](mailto:peter.meekings@newventure.org.uk) 07951 711873

Katie Brownings [kabrownings@googlemail.com](mailto:kabrownings@googlemail.com) 07986 525862

Alison McMillan-Puri. [alison.mcmillan-puri@newventure.org.uk](mailto:alison.mcmillan-puri@newventure.org.uk) 0753364410

Jerry Lyne. [jerry.lyne@btinternet.com](mailto:jerry.lyne@btinternet.com) 07762916888

Ian Black. [ian.black@newventure.org.uk](mailto:ian.black@newventure.org.uk) 07956 530696

Local Authority Safeguarding Contacts:

Brighton & Hove Children's Safeguarding Hub: 01273 290400

Adult Safeguarding: 01273 295555

NSPCC Helpline: 0808 800 5000

## 12. Review

This policy will be reviewed annually or following any significant incident or change in legislation