



ORMSKIRK AND DISTRICT HISTORICAL SOCIETY

Policy Document P2025/003

Society Policy for Child Protection and Vulnerable
Persons Safety – 1st November 2025

Policy Statement

Children do not normally attend events organised by our Society, but our policy does embrace both vulnerable adults and children; we have been assisted in the preparation of this document by the Council for Voluntary Services, Skelmersdale.

- 1 If any member of the Society has cause to suspect any member's or child's safety is threatened in any way, they should report their concerns to a member of the committee or other Society representative.
- 2 A representative of the Society will then report concerns about the well-being of any child or member of the relevant authorities at the earliest opportunity, providing the Committee are in full agreement that this course of action is appropriate to the circumstances. The relevant authorities being Social Services if the concerns are about a child under the age of sixteen, or to the Police if the concerns are about a child over 16 years of age.

Ormskirk and District Historical Society will have adequate systems for recording child protection and vulnerable person's safety issues raised and any action taken. This information will be made available to the relevant authorities if appropriate but otherwise treated as confidential.

- 3 Ormskirk and District Historical Society committee members have all signed to say they are in agreement with these guidelines and will ensure all members of the society are aware of them.
- 4 In the unlikely event of a possible 1:1 situation arising with a child or vulnerable adult the Committee will ensure a second adult is present.
- 5 Training, with regard to child safety and vulnerable person's protection issues along with current legislation details, will be sought on a regular basis.
- 6 A parent or guardian, where appropriate, should always accompany children under the age of eight years.
- 7 The Committee will ensure that any person who is a member of the Ormskirk and District Historical Society who as a part of their

societies activities is working with children or vulnerable adults will have been through police checks from the Criminal Records Bureau.

- 8 The Chairperson, or nominated officer, shall present a report to each meeting of the Committee regarding child protection and general safety issues raised since the last meeting of the Committee. Comments will be recorded in the minutes of each Committee meeting to reflect the report tabled, Committee decisions agreed and any action taken.
- 9 These guidelines will be reviewed annually, or where legislative changes occur.

Change Record

Change	Action	Resp	Due	
2-1	For use	WH		25/5/2018
2				
3				
4				
5				
6				