**HIRE / BOOKING / USAGE OF VENUES - SAFEGUARDING PROVISION AGREEMENT**

*(To be attached or included in any Hire / Booking / Usage of any Church premises by religious and non-religious organisations for activities / programmes etc )*

It is key to our safeguarding culture that those working with children and vulnerable adults, are alert to the signs of possible harm and neglect and know who to talk to within their setting about any concerns that arise. The report template below will assist with recording information.

*INSERT FAITH COMMUNITY NAME* have adopted the [Church’s National Safeguarding Policy](file:///C:\Users\sboyd\OneDrive%20-%20Catholic%20Diocese%20of%20Christchurch\Desktop\Safeguarding%20Policy%20-%20SIGNED.pdf), which contain the following overarching policy commitments:

* Promoting a safer environment and culture of safeguarding.
* Safely recruiting and supporting all those with any responsibility related to children, young people, and vulnerable adults within the church.
* Responding promptly to every safeguarding concern or allegation.
* Responding to those that may pose a present risk to others.
* Having zero tolerance for all forms of abuse.

Organisations that work with children, young people and / or vulnerable adults, and hire or use any community premises, are required to ensure that they are always protected, by taking all reasonable steps to prevent injury, illness, loss or damage occurring.

**USER OF PREMISES SAFEGUARDING OBLIGATIONS:**

To provide a copy of the User organisation’s Safeguarding Policy/ies or if User does not have one, User adopts the [Church’s National Safeguarding Policy](file:///C:\Users\sboyd\OneDrive%20-%20Catholic%20Diocese%20of%20Christchurch\Desktop\Safeguarding%20Policy%20-%20SIGNED.pdf) and [Guidelines](https://safeguarding.catholic.org.nz/wp-content/uploads/2018/11/National-Safeguarding-Guidelines-Oct-2018.pdf) that parishes have adopted. *(Paper copy can be given to the organisation hiring the venue)*

**LOCAL SAFEGUARDING REPRESENTATIVE**

**NAME:**

**EMAIL:**

**MOBILE:**

**DECLARATION**

We confirm that our organisation has an adequate, up to date safeguarding policy.

Or

We confirm that we will adopt the Church’s National Safeguarding Policy and Guidelines that the parishes and entities of The Catholic Diocese of Christchurch have adopted. [Church’s National Safeguarding Policy](file:///C:\Users\sboyd\OneDrive%20-%20Catholic%20Diocese%20of%20Christchurch\Desktop\Safeguarding%20Policy%20-%20SIGNED.pdf) & [Guidelines](https://safeguarding.catholic.org.nz/wp-content/uploads/2018/11/National-Safeguarding-Guidelines-Oct-2018.pdf)

We understand that our booking agreement may be terminated in the event of failing to comply with the Safeguarding Policy we agreed to adopt.

**Signed:**

**Print Name:**

**Role:**

**On Behalf of (Organisations Name):**

**Date:**