

Section 7

Hiring out church premises

Many churches possess buildings which they hire out to community groups and others. The hiring body is required to ensure that children and adults who may be vulnerable are protected at all times, by taking all reasonable steps to prevent injury, illness, loss or damage occurring.

Where the hirer is using the premises in connection with a business or organisation it is essential that they carry full public liability insurance for this activity. The insurance certificate should be viewed, and a copy obtained as part of the hiring agreement.

The organisation or business must also provide details of their Safeguarding Policy which relates the activity being undertaken.

Where the Church Premises is hired for a personal or private activity, for example children's parties, the church in Wales Insurance will provide sufficient insurance cover for the hiring of the premises

All users, including those hiring the premises for personal use must ensure that they have due regard to the Church in Wales Safeguarding Policy and that only fit and proper persons have access to children and adults at risk.

Any organisation hiring the premises is solely responsible for the risk assessments and safe recruitment of their personnel in compliance with the provisions of the Children Act 1989 and The Social Services Well-being (Wales) Act 2014.

It is the responsibility of any organisation hiring the premises to comply with the requirements of their respective Safeguarding Policy and that any safeguarding concerns are reported to their Designated Safeguarding Officer or referred directly to social services or the police

A health and safety briefing should also be completed with the hirer to include information on the location of fire safety equipment and emergency exits for the premises.

Further guidance on the Hiring of Church Premises, including a copy of the hire agreement can be obtained on the 'Property' section of the Church in Wales Web site at:

<https://www.churchinwales.org.uk/structure/representative-body/property/church-halls/sales-lettings/>

This agreement must be completed whenever a church building is hired out.

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