

# Safeguarding:

Have fun and be safe!

sensation **ALL**



# Safeguarding:

*To protect from  
harm or damage*

Dictionary definition

To those who are new to volunteering or being involved in a charity, **safeguarding** is an important issue and we have child protection and vulnerable adult policies in place to keep everyone who interacts with our services safe.

It is the duty of **ALL** staff and volunteers at SensationALL to protect all children and vulnerable people from physical abuse, neglect, sexual and emotional abuse.

# How does SensationALL safeguard it's users, staff and volunteers?



## Provide a safe environment to play and work

We do that by making sure The Old Schoolhouse and our Belgrave buildings are safe places to hold our sessions and risk assessments are done to assess and monitor this.

## How does SensationALL safeguard it's users, staff and volunteers?



### PVG all staff & volunteers

As you probably know, we also do background checks on all our staff and volunteers via Disclosure Scotland (PVGs) to make sure people who are in contact with our service users don't have any criminal convictions that might affect their suitability.

## How does SensationALL safeguard it's users, staff and volunteers?



### Ensure staff & volunteers understand their legal and moral obligations

We will communicate our expectations to you clearly as well as give you with training on safeguarding and child protection so you feel prepared and equipped with what to do in a situation.

## How does SensationALL safeguard it's users, staff and volunteers?

If you are volunteering in sessions, you will be in direct contact with our services users who are all vulnerable either due to their age or their conditions (which may affect their understanding, learning and behaviour).

It is very important that you know what to do if you think there is something that indicates abuse, discrimination or potential harm.

# So, what could those instances look like?



If you feel you need to report something to staff but the issue involves those on duty, then you can confidentially contact the Volunteer Coordinator or our Safeguarding Officers – Susan Kay or Katie McNutt.

**Here are some safeguarding scenarios . . .**

# What to do if...

There is an emergency. This could be a fire, a major first aid incident or a threat to life.



- Follow instructions from staff
- Our staff will lead in any emergency.

# What to do if...

**A service user discloses some sensitive information to you out of earshot of a staff member**



- Let the service user talk if they want to
- Try not to react to what they are saying
- Don't ask probing any questions
- Report what they told you to a member of staff

# What to do if...

## Staff or parent/carers behave inappropriately



- Seek help or support from a member of staff

Or

- Report this to volunteer coordinator confidentially

# What to do if...

## A service user's behaviour becomes challenging or aggressive



- There is no expectation for you to tackle this type of behaviour
- Seek help from a member of staff immediately

# What to do if...

## A member of staff or a parent/carers behave is inappropriate



Inappropriate behaviour should be reported to charity. This can be done confidentially through:

- Volunteer Coordinator
- A safeguarding officer for the charity – Katie McNutt or Susan Kay

# What to do if...

## A service user is being overly physical/touching



- Protect yourself by setting boundaries and maintaining them – it's ok to be firm about this!
- As a volunteer you should never be one to one with a service user - staff will ensure you are never unsupervised

**Please email  
[volunteering@sensationall.org.uk](mailto:volunteering@sensationall.org.uk)  
to confirm you have completed the  
training**