

PARISH OF THE SACRED HEART WIMBLEDON

Safeguarding Code of Good Practice

The Sacred Heart Parish community and the general public have high expectations of how those who undertake voluntary work should conduct themselves in undertaking their duties. Volunteers must meet these expectations by ensuring that their conduct is above reproach.

This Parish Safeguarding Code of Good Practice sets out the framework of behaviour for all volunteers who work under parish auspices with children and vulnerable adults. These guidelines are intended to be a common sense approach that both reduce opportunities for the abuse of young people and vulnerable adults and help to protect volunteers from any false allegation. Volunteers should make sure that they are familiar with, and that their actions comply with, these guidelines.

YOU SHOULD:

- Treat all young people and vulnerable adults with respect, including respecting their right to personal privacy
- Ensure that, whenever possible, there is more than one adult present during activities with young people and vulnerable adults or that you are within sight or hearing of other adults
- Recognise that caution is required in all one-to-one situations especially if discussing sensitive issues or initiating any physical contact with young people or vulnerable adults
- Encourage young people and vulnerable adults to feel comfortable and confident enough to bring to your attention or that of another responsible adult any concerns, attitudes, behaviours they do not like
- Remember that someone else may misinterpret your actions, no matter how well intentioned they are

YOU SHOULD NOT:

- Allow or engage in inappropriate touching or conversation of any form including horseplay or 'joking' with young people or vulnerable adults
- Spend excessive time alone with a young person or vulnerable adult - always refrain from showing favouritism to any individual
- Do things of a personal nature that young people or vulnerable adults can do for themselves
- Allow yourself to be drawn into attention-seeking behaviour from a young person or vulnerable adult such as tantrums or crushes
- Take a young person or a vulnerable adult to your home or engage with that person via phone, email or internet
- Ignore allegations of familiar or sexually suggestive comments or approaches made by a young person or vulnerable adult – they must be recorded and reported in accordance with the Parish Safeguarding Statement and Policy
- Take photographs, videos or other images of a young person or vulnerable adult without their consent and, in the case of a young person, the express permission of a parent