

GLC Safeguarding Policy - Guidelines for working with children and vulnerable adults

The Club welcomes a diverse range of people from the local community and beyond onto its premises. Each person who comes into the Labour Club should be treated with respect and dignity and has a right to expect an environment that is inclusive, positive and supportive. With that in mind, we should always try to ensure that the way we behave towards others is consistent with, and reflects, our values.

Here we are giving general guidance, recognising that the Club offers is a social space which people come into freely, rather than a service delivery organisation. The Club is informal in the way that it operates but nevertheless has a complex set of social relations involving users, members, outside groups who hire rooms and volunteers who might take different degrees of responsibility in activities or the running of the Club (for example, working behind the bar). Recognising the different ways that individuals engage with the Club, and the vulnerability of some of those individuals, we must all take care to minimize the potential for misunderstanding, misinterpretation and abuse of all kinds. General good practice, and mindfulness of others, will help minimise complaints and false allegations, whilst ensuring that legitimate concerns receive an appropriate response.

When in contact with children, young people and vulnerable adults you must:

- ✓ Always treat them with respect
- ✓ Provide an example of good conduct you wish others to follow
- ✓ Be aware of the need for safety in the physical environment as well as socially and emotionally
- ✓ Ensure wherever possible that there is more than one adult present during activities involving children, or at least that you are within sight or hearing of others
- ✓ Respect each individual's right to privacy
- ✓ Check whether you have permission to share sensitive or personal information that an individual might disclose to you, and only do so on a 'need to know' basis
- ✓ Try to foster an ethos in which children/young people and adults are comfortable enough to point out attitudes or behaviour they do not like
- ✓ Remember that someone else might misinterpret your actions, no matter how well intentioned
- ✓ Challenge unacceptable behaviour in ways that avoid direct confrontation where possible

You must not:

- Be alone with any child out of public view (except where you are parent, carer or otherwise hold responsibility for the child). Activities should not be organised in ways that mean that any adult is with a child in a situation where they will be completely unobserved
- Have inappropriate physical or verbal contact with children/young people

- Jump to conclusions about others without checking facts
- Over-react if you have a concern about child abuse or neglect – stay calm and follow this guidance step by step
- Take a chance when common sense, policy or practice suggests another more prudent approach.
- Allow allegations, made by anyone, to go unacknowledged, unresolved or not acted upon. At the same time, be mindful in your response, as there is real potential to cause further harm and distress.
- Tackle an individual or group directly if a complaint or allegation has been made against you. These should go through proper processes that avoid the potential for bullying or scapegoating of any party.