

# Safeguarding and Child Protection:

## Summary policy

If an individual is volunteering for Future First on a one-off basis for a day or less, then they must read this summary policy and write to Future First to confirm they have read, understood and agree to comply with the information outlined below.

Volunteers taking part in repeat activity with Future First will need to read, understand and agree to comply with the full safeguarding policy found [here](#).

## Future First Safeguarding Contacts

**Designated Safeguarding Lead:** Lee Mauve Patron / [leemauve.patron@futurefirst.org.uk](mailto:leemauve.patron@futurefirst.org.uk) / 07460 023 117

**Deputy Safeguarding Lead:** Naomi Barker / [naomi.barker@futurefirst.org.uk](mailto:naomi.barker@futurefirst.org.uk) / 07535 387 228

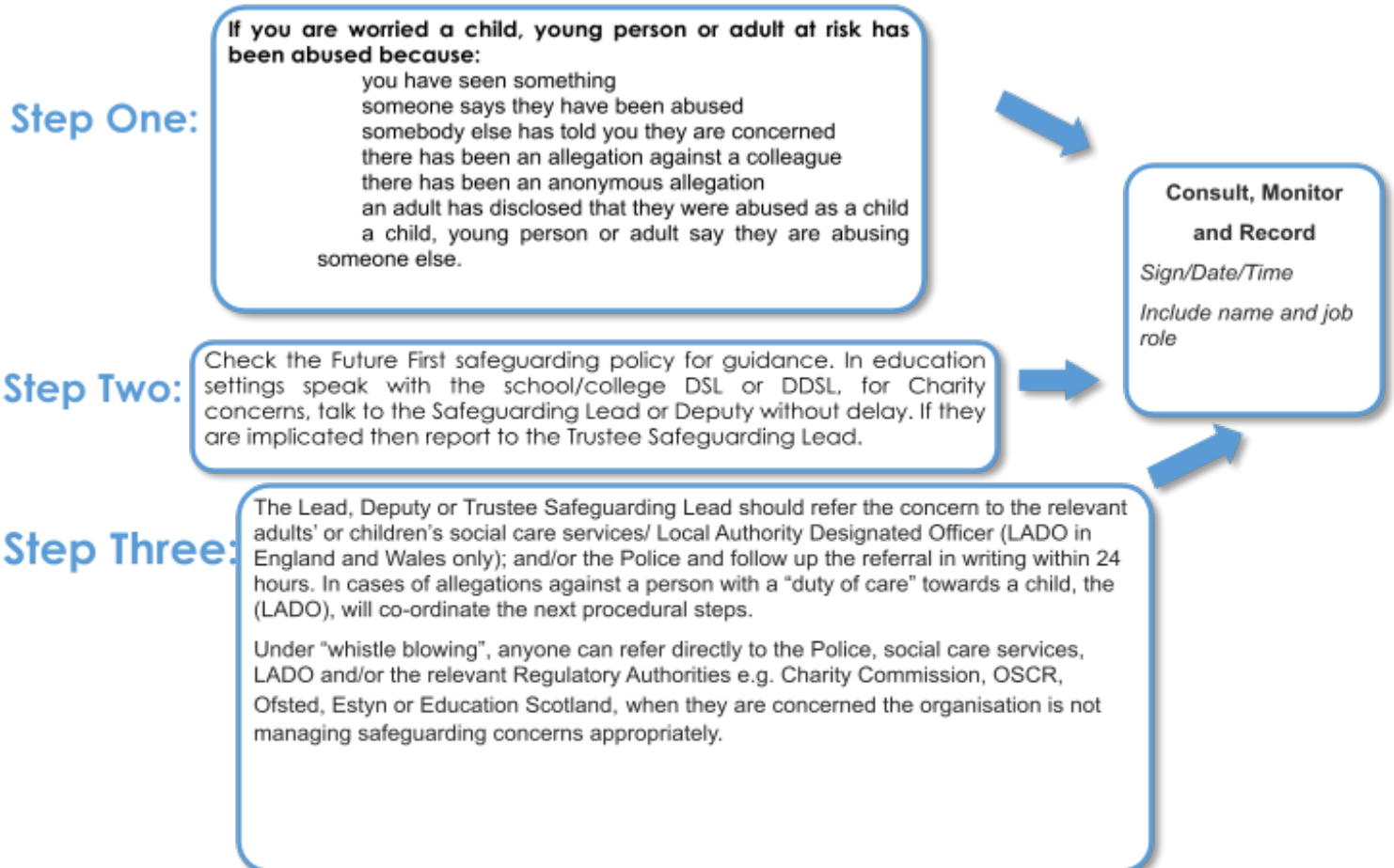
## Volunteer Code of Conduct

We aim to provide a safe environment free from discrimination, upholding and promoting equality, diversity and inclusion. In order that staff or volunteers do not place themselves, children or adults at risk of harm or of allegations of harm to a child/adult at risk, we require all personnel to:

- treat all children and young people and adults at risk with respect and dignity;
- ensure that their welfare and safety is paramount at all times;
- maintain professional boundaries both face to face and when using technology;
- do not share contact details (including social media account information and professional email addresses) with children and young people;
- always listen to individuals and take account of their wishes and feeling;

- always act in a professional way and not accept bullying, swearing or other disruptive behaviour;
- liaise openly with parents and carers;
- only use physical contact if absolutely necessary;
- listen to, and act upon, any disclosures allegations, or concerns of abuse;
- participate in approved safeguarding training at appropriate levels;
- follow our safeguarding policy at all times;
- act in a professional manner with any children/adults at risk, both in-person and online, avoiding any sense of friendship or favouritism;
- never work alone or one to one with a pupil or student;
- never meet socially with a pupil or student, including their homes;
- never give lifts in cars (or any private vehicle) to children/adults at risk, particularly one-to-one, other than in an emergency when another member of personnel should be informed of the circumstances as soon as practicable;
- seek advice from the school or college's DSL or DDSL or the Charity's Safeguarding Lead/Deputy Safeguarding Lead if any interaction with a child or adult at risk seems out of the ordinary or makes you feel uncomfortable;
- refer any concerns to the school's or college's DSL or DDSL or the Charity's Safeguarding Lead/Deputy Safeguarding Lead immediately if you are concerned about a child or adult at risk;
- make activities FUN and enjoyable.

## Disclosure referral flowchart



**Any consultations should not delay a referral.  
In an emergency do not delay: dial 999**