



Burgess Hill District Lions Club

Manual of Guidance Vulnerable Persons Act 2006 For Lions/Helpers

**Simon Scott
Club Vulnerable Persons Officer**

Published 6th March 2009

Vulnerable Persons

The Definition of a vulnerable person and child is:

Adult

‘A person who is 18 years of age or over, and who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him/herself, or unable to protect him/herself against significant harm or serious exploitation’.

Vulnerable adults include:

People with:

- learning disabilities,
- mental health problems,
- older people, and
- disabled people

may fall within this definition, particularly when their situation is complicated by additional factors such as:

- Physical frailty
- Chronic illness
- Sensory impairment
- Challenging behaviour
- Social problems
- Emotional problems
- Poverty
- Homelessness
- Substance abuse

A Child and young person are defined as;

A person who is under the age of 18 years.

Principles

Dealing with a vulnerable adult, simply if the adult requires the help of a third person (i.e. a carer/parent/guardian) to carry out everyday functions, then they are vulnerable.

Members who are assisting them on a one-to-one basis would require being CRB checked.

If there is more than one Lion present then no CRB check would be required.

There are some additional guidelines, one-to-one contact and 3 times in 30 day period which would need to be considered when carrying out a risk assessment but as a general rule it will not stop us continuing to serve our community.

Recognised good practice:

To ensure that you protect vulnerable persons from harm and protect yourself from false allegations, you must adopt a personal code of conduct. A code of conduct, at its simplest, is a list of key principles of good practice. The following list could form the basis of your code. Learn these principles and add to them as appropriate:

1. Respect all individuals, whatever their age, developmental stage, ability, sex, sexual orientation or ethnicity.
2. Place the safety and well being of vulnerable persons first. It must be placed before any personal or organisational goals and before loyalty to friends or colleagues.
3. Form appropriate relationships with vulnerable persons. These should be based on mutual trust and respect.
4. Be aware of the relative powerlessness of vulnerable persons, especially disabled persons.
5. Be committed to actively preventing the exploitation and abuse of vulnerable persons.
6. Always work in an open environment - avoid private locations (e.g. taking vulnerable persons to your home).
7. Always try and ensure that you are never alone with a vulnerable person.
8. Maintain a safe and appropriate distance with vulnerable persons (e.g. it is not appropriate to have an intimate relationship with a vulnerable person or share a room with them).
9. Involve carers, parents and/or guardians wherever possible.

10. Be aware of the Lions' vulnerable person's policy and your responsibilities.
11. Avoid any horseplay, sexually suggestive comments or language.
12. Always seek the carers, parents' and vulnerable person's consent if he/she is very young or disabled and need help to go to the toilet - never take them on your own.
13. Remember that it is okay to touch a vulnerable person in a way that isn't intrusive or disturbing to him/her or to observers.
14. Make sure that any allegations or suspicions are recorded and acted upon.

Do not:

Engage in rough physical games including horseplay.

Touch a vulnerable person in an intrusive or sexual manner.

Make sexually suggestive comments to a vulnerable person, even as a joke.

Do things of a personal nature that vulnerable persons can do for themselves, such as going to the toilet or changing clothes.

Lions Club International Multiple District 105 Policy Document

As Lions Club members, we have to accept that the Lions Club International Multiple District 105 Policy document as drafted tackles many scenarios, which the Club is unlikely to become involved and from the Lions policy document it is to be viewed as belt and braces.

It has been made clear that it would be beneficial to our club that all members/helpers obtain a CRB check. This is not compulsory and it will not prevent non CRB checked Lions/helpers from playing a full and active role in our activities.

Historically the membership has conducted themselves with common sense approaches to SCOAP attendees and Wheelie Club patients. In the current climate of ensuring bodies take ownership of their actions and responsibilities we must accept and embrace, whether we agree or not or indeed feel hurt that our good will actions are being brought into question, certain procedural measures will need to be followed.

Guidelines

The following guidelines will be adhered to:

Wheelie Club:

If Lions/Helpers are not CRB checked then it will be two members per patient to be conveyed from the hospital ward to chapel and return.

If Lions/Helpers hold valid CRB checks then they can move patients on their own. However, the patient must be able get on and off the wheel chair themselves, or with the assistance of a nurse, and under no circumstance will Lions/Helpers take any patient on a bed, or wheel chair whilst attached to oxygen, plasma, drip or any external attachment. This is a Health and Safety issue.

The Hospital trust has indicated that it requires all volunteers to hold a valid CRB: newly issued Lions CRB checks are acceptable.

Recommended action: All Lions/Helpers to hold a valid CRB.

SCOAP Concerts:

Only CRB checked drivers to be used to collect and return attendees.

Driver, if when collecting or returning attendee you find that person(s) require assistance to get into or out of your vehicle, make sure you ask if they require assistance before you assist them.

If you discover during conversation that one of your passengers is a vulnerable person, please bring the information to the notice of the Vulnerable Persons Officer (VPO) or Welfare Officer at the earliest opportunity

A vulnerable person may attend if accompanied by a friend or career.

Non CRB checked Lions/Helpers can assist at the meeting, event or function but bear in mind your responsibilities and try not to get yourself into a one to one with a vulnerable person.

Recommended action: Driver to hold a valid CRB. CRB not required for helpers at venue. Where a Mini Bus is used two people, the driver and one other person, are required.

It's a Knockout:

Does not require any special action from club members/helpers as it is organized at Zone level, we will attend to assist in the running of the event.

All attendees, whether under 18 or vulnerable adults, will be accompanied by adults/carers.

If not a holder of a CRB check, be mindful not to get yourself into a one to one with child/vulnerable adult.

Recommended action: None

Book Den:

Should not require any action unless there is someone under 18 working in the shop. In this case, a CRB checked Lion/Helper would be required unless there are two non CRB checked in attendance. If the customer is under 18 then no action need be taken.

Recommended action: Rota two Lions/Helpers at all times.

Street / Static Collections:

Do not require any special action, although for insurance purposes nobody under 18 should take part in Street / Static Collections and High Visibility Jacket or Vest must be worn.

Recommended action: No CRB requirement.

Santa's Grotto:

South Downs Nurseries require that Father Christmas holds a valid CRB. There is no requirement for the helpers to hold a CRB.

Recommended action: Father Christmas to hold valid CRB - not required for helpers.