



Make It Happen Club SCIO Child Protection Policy

Last Updated: 16th Jan 2024

Introduction

For the purpose of this policy, PVG Scheme Records, PVG Scheme Record Updates, Standard and Enhanced disclosures will be referred to as Disclosure Records.

This policy applies to regulated work with children as defined in the Protection of Vulnerable Groups (Scotland) Act 2007.

Make It Happen aims to ensure that all children are kept safe from harm while they are with staff or volunteers in this organisation. To achieve this, we will ensure our staff and volunteers are carefully selected, screened, trained, and supervised.

Selection

- All applicants to our organisation will submit a note of interest via email, expressing why they wish to volunteer for Make It Happen Club and including contact details for 2 references that express suitability for the role.
- Volunteers will be asked to complete a self declaration form prior to the Disclosure Record being accessed.

Screening

Volunteers will be asked to complete a Disclosure Record (relevant to the position applied for) prior to taking up the post.

Training

All volunteers will receive induction training, which will give an overview of the charity to ensure they know its purpose, values, services and structure. Relevant training and support will be provided on an ongoing basis. Training on specific areas such as health and safety procedures, identifying and reporting abuse, and confidentiality will be given as a priority to new staff and volunteers and will be regularly reviewed.

Supervision

Staff and volunteers will typically work as part of a team when running events or school workshops. Trustees will be available for support and where necessary provide feedback to volunteers on their performance.

Reporting Abuse

Make It Happen understands that in addition to making a referral (a written report) to Disclosure Scotland, child protection issues concerning workers (paid/unpaid), children and young people must always be referred to the child protection agencies (ie social work and/or police) for appropriate investigation. Any issues of a criminal nature will be reported to the police.



Make It Happen will ensure that all staff and volunteers involved in recruitment, training and supervision, are aware of this policy and have received appropriate training and support to ensure its full implementation.

Legal issues

It is an offence for an individual who is barred to undertake the type of regulated work from which they are barred.

It is an offence for an organisation to offer regulated work to someone who is barred or fail to remove a person from regulated work if they have been notified that they are barred.

It is an offence for an organisation not to refer an individual to Disclosure Scotland where the grounds have been met.