

Numeracy Volunteers

Safeguarding and Child Protection Summary for Volunteers in Schools

All children have the right to be free from abuse, neglect or exploitation and all adults have a duty to safeguard and promote the welfare of children.

National Numeracy takes our responsibility to safeguard and promote the welfare of children seriously. We work with schools to support them with their responsibilities and are committed to keeping children safe in all the volunteering opportunities we arrange.

As a National Numeracy volunteer, you are responsible for your own actions and behaviour and should avoid any conduct which would lead anyone to question your motives and intentions.

[Our full Safeguarding and Child Protection policy is available here](#). If you have any questions about safeguarding or any concern about a child during your time volunteering with us, please contact our Designated Safeguarding Officer immediately.

Our Designated Safeguarding Lead is Beth Barnes, Senior Training Officer, safeguarding@nationalnumeracy.org.uk. Our Volunteering Manager is Sally Weatherall volunteering@nationalnumeracy.org.uk.

Safeguarding for Volunteers: Dos and Don'ts

Do

- ✓ Treat all pupils with respect.
- ✓ Let us know with as much notice as possible if you are unable to attend a session.
- ✓ Always sign in and out at reception. Make sure the sticker or lanyard you are given is displayed prominently on your person. Take photo ID, you may be asked for it.
- ✓ Always be in open view when working with children or young people.
- ✓ Dress appropriately.
- ✓ Use staff toilets – ask a member of staff if you don't know where they are.

Don't

- ✗ Be alone with children or young people, there should always be a teacher or other staff member present. Always be in open view when working with children or young people.
- ✗ Get into a situation where you and an individual child or children are completely unobserved.
- ✗ Have physical contact with a child or young person, except where there is danger of harm.
- ✗ Share any contact details or personal information that could be used to identify you, except your name and company.
- ✗ Accompany a child to the toilet, or use the children's toilets.
- ✗ Take photos while volunteering in a school. If they wish to schools will take photos and share them on social media.
- ✗ Have your phone on display, keep it concealed and turned off at all times.
- ✗ Contact a child outside of school, all questions and answers following your volunteering session should be routed via the school.

If you have a safeguarding concern

As a volunteer you may suspect abuse via

- an allegation made by a child directly to you (a disclosure)
- reports or allegations made by another person
- observing signs or indications of abuse.

If a child or young person makes a disclosure to you

- listen unconditionally
- don't judge or show shock or any sign of disbelief
- reassure the child that they have done nothing wrong
- only ask necessary and open questions (tell me, explain to me, describe to me)
- do not promise secrecy, you will have to share information to ensure the child's safety.

For any concern you have

- Ask at reception to speak to the school's Safeguarding Lead or if they are not available, a member of the Senior Leadership team, ask to complete a Safeguarding Form.
- Let the National Numeracy Volunteering Development Manager and Designated Safeguarding Lead know that you made a report (contact details above)
- If you don't hear anything from the school you can follow up with them afterwards to see what action was taken
- Anyone can make a referral to Social Services if they have a concern about the safety or well-being of a child.
- Volunteers are reminded that you are in a position of trust and that what you see, hear or are involved in whilst at school must be considered as confidential to the establishment.

Types of Abuse

- Physical abuse: when a child is deliberately hurt or an injury knowingly not prevented, causing physical harm. It can involve hitting, kicking, shaking, throwing, poisoning, burning or suffocating.
- Neglect: the persistent failure to meet a child's basic physical or psychological needs, likely to result in the serious impairment of the child's physical or mental health or development.
- Emotional Abuse: the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development.
- Sexual abuse: forcing or enticing a child to take part in sexual activities. It doesn't necessarily involve violence and the child may not be aware that what is happening is abuse.
- Child sexual and criminal exploitation: a type of sexual abuse. An individual or group uses an imbalance of power to coerce, manipulate or deceive a child into sexual or criminal activity.
- Self abuse: A child seeking to harm themselves. Can include bruising, scratching, poisoning and eating disorders.
- Peer on Peer Abuse: Children can abuse other children at any age and can include bullying, abuse in intimate personal relationships, physical abuse, sexual violence, sexual harrassment

For more information see the [NSPCC's Definitions and Signs of Child Abuse](#) and [The Department for Education's Keeping Children Safe in Education](#)