



CLUB CODE OF PRACTICE FOR PROTECTION OF VULNERABLE PERSONS & CLUB MEMBERS

This Code of Practice is a guide for your Club, and should be modified and changed to suit your Clubs local situations and needs.

Vulnerable Persons includes all people under 18 years old, adults in need of community care for reasons of physical or mental disability, age or illness; and other adults who, being disabled, elderly, frail etc. need support, special care or protection.

The purpose of our code of practice and conduct is twofold:

- to protect vulnerable people from harm, and
- to prevent and to protect ourselves from unfounded allegations.

The spirit in which we apply it is also twofold:

- to ensure that we serve our vulnerable fellow-citizens with care, and common-sense, within the MD105 policy, and
- not to be constrained or inhibited from exploring new opportunities and taking initiatives for our community service.

Member of our Lions Club who could come into contact with a vulnerable person are encouraged to undergo CRB disclosure to enable their full participation in all events.

Each member should be aware of the MD Lions policy for vulnerable people, informed about this code of practice, and up to date about their responsibilities. If in any doubt always contact the Clubs Vulnerable Persons Liaisons Officer.

9. The Club's use of experienced or expert advice.

In observing this code of conduct we will, as necessary, refer to the experience and expertise of the District VP Officer and / or the MDI05 VP Policy Officer, and through them or directly to the local authority, Social Services and /or the Police.

10. Club Vulnerable Persons Liaison Officer.

This club officer should hold a few CRB Disclosure forms and instructions on how to fill them in (these are supplied by the District VP Officer) and they should:

- encourage members and those non members working with the club that may have contact with vulnerable persons to obtain a CRB disclosure.
- explain to potential new members why its good practice to obtain a CRB disclosure as part of joining the Club.
- to keep a record (name and date only) of members who have a CRB disclosure so they can be reminded to renew after 5 years.
- be the first point of contact for club members with questions.
- be able to contact the District VP Officer on any issues they need support with.

11. The Club's review of this code of practice.

At least annually, we will review this code for its effectiveness, improvement and updating.

12. Our Club's contacts.

The Club Vulnerable Persons Liaison Officer is:

Lion..... Tel.....

The District Vulnerable Persons Officer is:

Lion..... Tel.....

The Multiple District Vulnerable Persons Policy Officer is:

Lion..... Tel.....

1. Lions services can include vulnerable persons.

Generally, we recognise the existence and special needs of vulnerable people in relation to our community service activities. When they are included, we give primacy to the effective protection of the vulnerable people we serve.

2. Planning and administration for vulnerable persons.

In exploring, planning and administering events, visits and services for our community which includes vulnerable people, we ensure:

- appropriate facilities, equipment and services support for vulnerable people and the involvement of their carers, etc.
- necessary experienced advice; matching of the MD105 insurance requirements.

3. Cooperation with carers, parents and guardians.

Especially where there is repeated or extended contact with their vulnerable people, we seek the guidance and support of the carers, etc. In all cases we obtain their consent to our travel arrangements for vulnerable people. For vulnerable people with a medical condition we obtain carers or parents consent and instructions for treatment, and for those with disability their guidance on toilet visits, etc. (forms VP1 & 2)

4. Positive treatment of vulnerable persons in our care.

For this we seek to understand (with others help if necessary) to assess our appropriate treatment of the vulnerable people we serve:

- on the basis of their degree of vulnerability and any limitation of their skills,
- their degree of self-help and independence, and acceptance of our help.
- their medical and physical condition, and needs.
- their interests and motivations, both individually and as a group, including their own mutual help.

5. Forming good relationships with vulnerable persons.

We also seek to form and then develop good relationships, both individual and collective, with the vulnerable people we serve, based on mutual trust and respect.

6. Members awareness of appropriate and inappropriate behaviour

We recognise that it is often necessary and right to touch vulnerable people in a supportive non intrusive way which does not disturb them. We will respect their ability to do things for themselves, and to help each other.

We also recognise and will avoid inappropriate behaviour (e.g.) intrusive touching, rough play, sexual suggestions, misplaced jokes. We realise that we need to maintain a protective balance between friendly support and maintaining emotional distance.

7. Members protection, by fellow members, carers, and parents etc.

We will seek to ensure that we have guidance and consent from the carer, parents and guardian of vulnerable people in our care (see item 3).

Helped by fellow Lions and / or the carer etc. we will avoid unaccompanied use of private locations, and we will strive never to be left alone with children.

8. Club members concerns, allegations or suspicions.

We will ensure that any allegations, suspicions or other concerns about vulnerable people which arise from Lions activities are recorded, considered with the Club VP Liaison Officer, and promptly acted upon by reference to the District VP Officer and the Multiple District VP Policy Officer, in some instances Social Services, and / or the Police may have to be involved.