

THE ASSOCIATION OF TEESDALE DAY CLUBS

Policy Document Number 05 Issue 02

Protection of Members

Introduction

The Association of Teesdale Day Clubs (in future referred to as The Association) is aware of the duty of care to its members and will accordingly take every practical measure and/or precaution to protect them.

Policy

It is the policy of Teesdale Day Clubs to do everything that is reasonably possible to protect our members from harm whilst in our care. The Association will comply with all relevant legal obligations.

Principles

- The General Manager will maintain an awareness of current legislation and guidelines and bring these to the attention of the Board of Trustees and the Management Committee as appropriate.
- Provide a safe environment for members and visitors
- The General Manager will ensure that Criminal Records Bureau (CRB) checks are or have been carried out on all staff and those volunteers who regularly work unsupervised (e.g.. Volunteer Drivers) and any other staff as required by legislation and guidelines.
- The General Manager will retain records of individuals who have had CRB checks.
- Review this policy on a regular basis and institute changes as necessary.
- Periodically consult with staff and volunteers to ensure actions necessary to provide safe working practices are identified and pursued.
- Encourage all staff, volunteers and members to report any concerns.
- Conduct regular risk assessments.
- Take action on any misconduct on the part of staff or volunteers that could give rise to a risk to the members.

Approved by the Board of Trustees and signed on their behalf by the Chairperson:

Date;