



Viva! Safeguarding Policy for Volunteers

Policy Statement

Viva! believes everyone who is involved in its work or connected to it should be safe from harm or abuse. This extends to all its volunteers and includes but is not restricted to young adults and adults at risk. Due to the nature of its work, unless in exceptional circumstances and only with an agreed plan in place, individuals must be 18 years or over to volunteer.

In many situations, volunteers will be working with other volunteers without the presence of Viva! staff. In some circumstances, volunteers may be overseeing and directing other volunteers. In all cases this policy must be adhered to by everyone representing Viva!.

Viva!'s priority will always be to engender a safe and supportive volunteering environment, and it will create and proactively maintain a culture that aims to promote and maintain these values.

This policy includes all types of harm, including emotional, physical, sexual, financial abuse or exploitation, bullying, harassment or abuse of power.

Viva! believes that everyone has a right to protection regardless of age, disability, gender identity, sex, sexual orientation, nationality, race, religion or belief.

Any breaches of this policy will be taken seriously and may lead to a volunteer being asked to leave Viva!. If appropriate and commensurate, the individual may be reported to a formal body, including the police.

Application

Whilst undertaking Viva! activities, volunteers must respect and maintain appropriate boundaries, in person, digitally, on social media and online, with anyone they come into contact with, including but not limited to other volunteers.

Volunteers must be responsible for their own actions and be mindful that what they might perceive as 'low-level banter' can cause emotional distress to others.

Volunteers must be mindful of their own social media presence and whether any of their posts/reposts could reflect badly on Viva!. In exceptional circumstances, if a media presence

is deemed to be at complete odds with the values of Viva! or is thought to support illegal activity, the individual will be asked to leave.

Volunteers must report and share information regarding any allegations, suspicions or concerns of harm or abuse, in the first instance with the outreach manager jo@viva.org.uk or campaigns manager ben@viva.org.uk

All allegations will be taken seriously and shared with the senior management team. If an investigation is thought to be warranted, this will be undertaken by nominated Viva! personnel and be carried out sensitively and promptly. All parties will be invited to engage in information gathering and will be kept up-to-date and informed of the outcome.

More serious situations can be avoided if flagged up early and managed. Please consider discussing even minor concerns with jo@viva.org.uk