



Volunteer Information

Thank you for your interest in becoming a volunteer or regular visitor. As a school we are committed to safeguarding and meeting the needs of the children in our care. We hope this leaflet will provide some useful advice and information as you work with children at Wentworth School.



What are my responsibilities as a Volunteer?

All those who come into contact with children through their every day work, whether paid or voluntary, have a duty to safeguard and promote the welfare of children at Wentworth

Disclosure Barring Service

Part of our safeguarding policy requirement is that volunteers working in our school are checked by the Disclosure and Barring Service (DBS). This is just to help ensure that unsuitable people are prevented from working with children.

You should inform the Headteacher immediately if you become subject to any criminal investigation, caution or conviction. This helps to protect you as well as the young people in your care.

What should I do if a child discloses that s/he is being harmed?

Although the likelihood of this is small it is important to know what to do in such an eventuality.

- Listen to what is being said without displaying shock or disbelief
- Allow the child to talk freely
- Do not promise confidentiality but explain to the child that you have to tell their teacher in order that they can help him/her
- Do not interrogate the child or ask leading questions
- Listen rather than ask direct questions
- Do not criticise the alleged perpetrator
- Record details of the disclosure, including wherever possible the exact words or phrases used by the child as soon as possible.

Forms for the recording of information of this nature are available in every classroom and should be completed and returned to the Designated Senior Member of Staff to enable the matter to be dealt with in the most appropriate way.