

## 'Young People (16-17 years) and Vulnerable Adults'

The Manchester National Trust Volunteers as an organisation has a constitution that accepts members aged 16 and above.

**In fulfilling our duty of care in loco parentis to those volunteers classed as young persons or vulnerable adults we will:**

1. Confirm in writing in the presence of a representative of the group that the parent/guardian of the young person is aware of the group's activities and policies and gives their permission for their ward to join us in non-residential voluntary work.
2. Ensure that risk assessments have been carried out for the voluntary work with which a young person is involved and that they are made aware of the relevant details.
3. Avoid young persons working in a one to one situation as it is not possible for all group members to be CRB/DBS checked.
4. Not allow young persons to take part in residential weekends without a parent or guardian present as we cannot guarantee suitable accommodation and supervision.
5. Not allow young persons without parent or guardian present to take part in social events where alcohol may be present.

To this end:

1. Worksite leaders will be required to enquire of a new volunteer's age if they have reason to believe they are under 18.
2. New volunteers classified as young persons must be accompanied by a parent/guardian initially to allow completion of a permission form.
3. All completed forms will be returned to the membership secretary to allow publication of a list of worksite leaders of those young persons with permission granted.
4. If a young person attends a workday without permission they will not be able to take part and efforts will be made for them to return to their parent/guardian's care safely.
5. Worksite leaders will be issued with a copy of this policy and blank permission documents.
6. Worksite leaders will confirm with National Trust staff that risk assessments have been carried out.
7. Worksite leaders will inform National Trust staff of the presence of young persons on a workday.

I .....(name of parent/guardian) have read and understood the above and am content for my

ward .....(name of young/vulnerable person) to join the activities of the MNTV group.

Signed .....(parent/guardian) Date .....

Date of birth of young person (under 18years) .....