

A Safe Space

Key messages

Level 3

Level 3

Overall key messages for Level 3

1. There are many different signs and indicators of abuse. As a volunteer, it's important to know and recognise them.
2. If you have any concerns, or if someone makes an allegation or disclosure, you need to inform your commissioner or the Girlguiding HQ Safeguarding team within 24 hours.
3. When dealing with safeguarding, it's important to keep yourself and other leaders safe by abiding by Girlguiding's Code of Conduct and following our policies and procedures.
4. You need to complete risk assessments for all activities. They should be useable, practical, clear and well-written.
5. When making a referral to the Girlguiding Safeguarding team, make sure you're clear about the nature of the concern, disclosure or allegation. You don't need parents'/carers' permission to discuss concerns with your commissioner or the Safeguarding team. You may be asked to speak to parents/carers to get more information, context or clarity before any more steps are taken. The Safeguarding lead and the HQ team will support volunteers with this, but it is part of your responsibility as a leader.
6. You may never use the learning from this session. However, make sure you review it regularly and know where to find the information if you need it.

My role

The key messages for this theme are:

1. To keep yourself safe, follow Girlguiding's Code of Conduct, liaise with the Girlguiding HQ Safeguarding team, keep in touch with your commissioner, maintain appropriate boundaries and seek support when you need it.
2. You may be asked to speak to parents or carers about a concern, allegation or disclosure. The HQ Safeguarding team understands these conversations can be difficult and is here to support you, alongside your local commissioners and regional safeguarding volunteers.
3. It's OK to recognise that something is beyond you and you need support to keep everyone safe. Always ask for help if you need it.
4. Keep in mind your biases (including unconscious biases).

Safeguarding

The key messages for this theme are:

1. It doesn't matter what type of abuse you think it is, if you're concerned, then report it.
2. Keep written notes of any potential concerns, allegations or disclosures safe and secure.
3. Report concerns as soon as possible - time is an important factor.
4. Don't share the concern, allegation or disclosure beyond what the safeguarding structure advises you to.

Safety

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