

## Renewal Christian Centre

### Guidelines for Individual Staff and Volunteers

#### **Adults with Care and Support Needs**

You should:

- treat all adults with respect and dignity
- ensure that your own language, tone of voice, and body language are respectful
- record any incidents of concern and give the information to your group leader, sign and date the record
- always share concerns about an adult and the behaviour of another worker with your group leader and/or safeguarding officer.

You should not:

- invade an adult's privacy whilst washing and toileting
- use any form of physical punishment or restraint (apart from appropriate use of car seat belts)
- be sexually suggestive about or to an adult, scapegoat, ridicule or reject an adult or group
- permit abusive peer activities (eg initiation ceremonies, ridiculing or bullying)
- show favouritism to any one adult or group
- allow an adult to involve you in excessive attention seeking that is overtly physical or sexual in nature
- allow unknown adults access to adults deemed at risk of harm (visitors should always be accompanied by a known person)
- allow strangers to give lifts to adults in your group.