

APPROPRIATE ADULT ROLE DESCRIPTION

- Role Title:** Volunteer Appropriate Adult
- Locations:** Worcester, Redditch, Kidderminster, Hereford, Shrewsbury and Telford Police Stations
(Volunteers can specify which Police Stations they are able to travel to)
- Status:** Volunteer Appropriate Adult for YSS
- Salary:** All project related expenses will be reimbursed
- Responsible to:** YSS Senior Volunteer Coordinator

MAIN PURPOSE OF THE ROLE & RESPONSIBILITIES

- To act as an Appropriate Adult in support of a vulnerable young person aged between 10 – 17 years of age
- To safeguard the interests of children and young people detained or questioned by police officers
- To ensure detained person understands their rights
- To ensure that the detained person for whom you are acting as an Appropriate Adult, understands what is happening to them and why.

Please read the Appropriate Adult Information leaflet for full details regarding the service and role

FULL TRAINING WILL BE GIVEN

MAIN TASKS

- To carry out appropriate adult call outs to designated police stations in line with the scheme guidelines and training.

Established in 1986


Head Office:

Polysec House, Blackpole Trading Estate West, Hindlip Lane, Worcester, WR3 8TJ

Patron: HRH the Princess Royal

YSS is a company limited by guarantee registered in England and Wales under number 4024428 and registered as a Charity number 1081992

Get in touch!  yss.org.uk

 info@yss.org.uk

 **01905 730 780**

 **@OfficialYSS**

 **@OfficialYSS**

- To support and assist the detained person whilst in police custody, including being interviewed or questioned
- To ensure that the health, well-being, legal rights and entitlements of the vulnerable person whilst in custody are in accordance with PACE Code C.
- To assist with communication between the detained person and the police.
- To observe whether the police are acting properly, fairly and respectfully.
- To consult the detainee's custody record to clarify and check any concerns raised by the detainee.
- To discuss with the Custody Sergeant any concerns and requests arising from the call-out and bring to the Custody Sergeant's attention any issue that needs to be dealt with.
- To actively ensure the Safeguarding and promote the welfare of the juvenile whilst undertaking their duties.
- To clearly demonstrate the ability to communicate effectively and engage with juvenile's solicitors & other custody staff.
- To ensure the police act fairly and with respect for the rights of the vulnerable person whilst in custody.
- To Keep YSS informed of any issues that might arise whilst acting as an Appropriate Adult.
- To complete the Appropriate Adult Monitoring form, ensuring that all relevant information is recorded correctly, clearly and concisely and ensure that this is returned to the Head Office in the appropriate manner within twenty four hours.

Established in 1986

Head Office:

Polysec House, Blackpole Trading Estate West, Hindlip Lane, Worcester, WR3 8TJ

Patron: HRH the Princess Royal

YSS is a company limited by guarantee registered in England and Wales under number 4024428 and registered as a Charity number 1081992

Get in touch!

 yss.org.uk

 info@yss.org.uk

 01905 730 780

 @OfficialYSS

 @OfficialYSS

- To attend refresher training sessions as appropriate.
- To attend the Appropriate Adult support evenings & any on -going training.
- Work at all times within the relevant YSS operational policies including confidentiality, health and safety, professional boundaries, lone working and safeguarding

PERSON SPECIFICATION

YSS recruit volunteers from all walks of life and we do not expect them to have any specific education or formal qualifications.

We are looking for volunteers with potential that we can develop as well as those with relevant experience and qualifications.

ESSENTIAL

- Aged 18 years or over.
- Have the time, enthusiasm, and willingness to volunteer with YSS for at least 12 months.
- Be able to relate to a diverse group of people.
- Be able to effectively communicate.
- Be able to demonstrate good listening skills.
- Be open to learning and show a commitment to personal development.
- Have a non-judgemental approach.
- Have the confidence and ability to deal with challenging situations.
- Be able to attend regular group support meetings.
- Be available to volunteer for a minimum of 1 x rota slot, either morning, afternoon or evening each week including some weekends.

Please refer to our website www.yss.org.uk for more information

Established in 1986

Head Office:

Polysec House, Blackpole Trading Estate West, Hindlip Lane, Worcester, WR3 8TJ

Patron: HRH the Princess Royal

YSS is a company limited by guarantee registered in England and Wales under number 4024428 and registered as a Charity number 1081992

Get in touch!

 yss.org.uk

 info@yss.org.uk

 **01905 730 780**

 **@OfficialYSS**

 **@OfficialYSS**