



PROTECTION OF VULNERABLE GROUPS CASE STUDIES

PLEASE NOTE: These Case Studies should be read with reference to the Connect Resource Pack on the PVG Membership Scheme for Parent Councils and PTAs

PVG Scheme Membership is necessary if a person is doing a regulated role. There are five questions you should ask yourself to find that out:

- 1. Is it work?**
- 2. Who are they working with?**
- 3. What do they do?**
- 4. Is it their normal duties?**
- 5. Are there any exceptions which apply?**

Case Study 1

Michael is a member of the Parent Council. The Parent Council represents the Parent Forum and carries out surveys and occasional events with parents to gather their views and present these to the school headteacher and management team, as well assisting the school in communicating with parents. The Parent Council does not run any other events.

Questions

1. Is it work?
 - Answer: Yes – Michael is doing work as Parent Council member by attending meetings and taking part in decisions.
2. Who is he working with?
 - Answer - There is no contact with children and he is not carrying out an activity listed in schedule 3 of the Disclosure Act

It is not necessary to answer questions 4 and 5

MICHAEL IS NOT CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 2

Anya is a member of the Parent Council. As well as representing the Parent Forum, the Parent Council also runs regular activity clubs for children which include volunteers in regulated roles. Anya does not carry out any roles for the clubs, but as a member of the Parent Council she can vote on decisions it makes regarding how the clubs are run.

Questions

3. Is it work?

- Answer: Yes – Anya is doing work as Parent Council member by attending meetings and taking part in decisions.

4. Who is she working with?

- Answer - There is no direct contact with children but she does have influence over those who are carrying out regulated roles with children.

5. What does she do?

- Answer – She has power and influence over the children attending the clubs as she takes part in decisions made over how it is run and the work of volunteers who are carrying out regulated roles

6. Is it her normal duties?

- Answer – Voting on decisions is a normal part of Parent Council member duties

7. Are there any exceptions which apply?

- Answer – No exceptions apply

As this case study involves holding a position of responsibility in an organisation which provides benefits to children (in this case activity clubs), it can also be evaluated using the four-step process:

Step 1: Is the person's role a "position of responsibility" within the organisation?

- Answer – Yes, as a voting member of the Parent Council Anya has a position of authority

Step 2: Is one of the organisation's main purposes the provision of benefits to children?

- Answer – Yes, as part of its purpose in supporting the school, the Parent Council runs activity clubs which are providing benefits directly to children.

Step 3: Do they have physical contact with children as a necessary part of their role or do they have visual, written or verbal communications with children as a necessary part of their role?

- Answer – No, Anya does not have a role where she has contact with children attending the clubs

Step 4: If no to step 3, does the role involve exercising power or influence over children or protected adults as a necessary part of their role?

Answer – Yes, as a voting member of the Parent Council she takes part in decisions made over how it is run and the work of volunteers who are carrying out regulated roles.

ANYA IS CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 3

Laura helps out with the children's disco that is organised by the Parent Council at the end of every school term and held in the school hall. Her role is to help sell refreshments at the interval.

Questions

1. Is it work?
 - Answer: Yes - Laura is doing work
2. Who is she working with?
 - Answer - Laura is working with children
3. What is she doing?
 - Answer - She is selling refreshments, so Laura is not doing any of the activities which fall within the scope of a regulated role. She is not in sole charge of children, and she does not have opportunity for unsupervised contact with children as defined by the legislation as the event takes place in a school. The serving of refreshments does not constitute 'care'.

It is not necessary to answer questions 4 and 5.

LAURA IS NOT CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 4

Dougie and Anne volunteer to help out at the children's discos that are organised by the Parent Council at the end of every school term. Their role is to supervise the children – make sure all the children are happy and safe - which involves contact with children while providing a recreational activity.

Questions

1. Is it work?
 - Answer: Yes - Dougie and Anne are doing work.
2. Who are they working with?
 - Answer - They are both working with children.
3. What do they do?
 - Answer - They are supervising the event, which is for children, and it could be reasonably anticipated that they will be in sole charge of the children or could have unsupervised contact with children.
4. Is it their normal duties?
 - Answer - It is part of their normal duties as they do this on a regular basis.
5. There are no exceptions.

DOUGIE AND ANNE ARE CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 5

Fiona always helps out at the Parent Council School Fete. She checks tickets and runs the home baking stall. The Fete takes place in the school and is open to the local community.

Questions

1. Is it work?
 - Answer: Yes - Fiona is doing work.
2. Who is she working with?
 - Answer - She is working with children although this is part of a family/public event and so the contact is incidental.
3. What does she do?
 - Answer - She is selling tickets and home baking and so is not undertaking any specified activity or contact with children which would fall under a regulated role.

It is not necessary to answer questions 4 and 5.

FIONA IS NOT CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 6

Robert comes to watch his son's after-school football team which is run by the Parent Council. He has arranged with other parents that he will transport their children to away matches.

Questions

1. Is it work?
 - Answer - No, he is not working as defined under the PVG Scheme as he has entered into an arrangement with other parents.

You do not have to answer questions 2 to 5.

ROBERT IS NOT CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 7

Alan has been asked to help out at the after-school football team which is run by the Parent Council. The team's coach has arranged for Alan to transport some of the team to away matches every other Saturday.

Questions

1. Is it work?
 - Answer - Yes, Alan is doing work because he has been asked to transport the children by the team coach. He is doing work even if some of the children are the children of friends or family.
2. Who is he working with?
 - Answer - Alan is working with children.
3. What does he do?
 - Answer - He is transporting children and could be in sole charge of children.
4. Is it his normal duties?
 - Answer - It is his normal duties – he has made an arrangement to do this on a regular basis.
5. Are there any exceptions which apply?
 - Answer - No exceptions apply.

ALAN IS CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 8

Stuart has been given responsibility for first aid at Parent Council sports events for children. He has been asked to respond to any incident that requires first aid.

Questions

1. Is it work?
 - Answer: Yes - Stuart is doing work because he has been asked to provide first aid.
2. Who is he working with?
 - Answer - Stuart is working with children.
3. What does he do?
 - Answer - He is administering first aid to children.
4. Is it his normal duties?
 - Answer - This would be regarded as part of his normal duties, however infrequently the services were actually required.
5. Are there any exceptions which apply?
 - Answer - No exceptions apply.

STUART IS CARRYING OUT A REGULATED ROLE WITH CHILDREN

Case Study 9

Morag has been asked to help at a PTA sports event for children. She is at a desk during the event taking entrance fee money. During the event a child is injured, and Morag helps with basic aid.

Questions

1. Is it work?
 - Answer: Yes - Morag is doing work because she has been asked to administer the entrance fee money.
2. Who is she working with?
 - Answer - She is working with children.
3. What does she do?
 - Answer - She collects entrance money, which does not come under the terms of PVG. She also has spontaneously administered first aid.
4. Is it her normal duties?
 - Answer - Giving first aid is not part of her normal duties where an individual responds to an accident by providing first aid in an emergency.
5. It is not necessary to answer question 5 as it has already been established that this is an incidental activity.

MORAG IS NOT CARRYING OUT A REGULATED ROLE WITH CHILDREN

You are welcome to use information from this resource. However, if you do, please acknowledge Connect. We welcome your comments and feedback.

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