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| **CODE OF CONDUCT FOR STAFF, VOLUNTEERS AND VISITORS** | | | | | |
| At Dost, you will be working/ volunteering with vulnerable teenagers and young people with an age range of between 13 and 19 years, both male and female from many countries which may include Afghanistan, Iraq, Iran, Eritrea, Ethiopia, Pakistan, Nigeria, India, Eastern Europe, Albania, Vietnam, Syria and Bangladesh.  The majority of these young people are separated children, which means they have arrived in the UK alone and may have had to leave their country of origin and their families for a number of reasons. Some will live in foster care, others with their relatives and some in independent living situations. They may stay in placements long term or may get moved around frequently.  We also work with migrant young people who may be living with families or extended families and have recently arrived in the UK from European countries.  The young people may have experienced a number of traumas or be living in disadvantaged situations and may, as a result, have mental health issues, behavioural or emotional problems. They may or may not speak English, may or may not be in education, may or may not have a support system around them, may or may not yet have achieved legal status to remain in the UK, therefore they have multiple and differing needs. | | | | | |
| I agree to follow the code of conduct below. Whilst working/ volunteering or visiting Dost, it is important that you follow the guidelines below in order to ensure that both you and the young people are protected and safeguarding is in place: | | | | | |
| Don’t take any young peoples’ phone numbers or give out your number or follow or add young people on social media. | | | | | |
| Don’t use your phone whilst at work unless it is an emergency. | | | | | |
| Don’t invite young people to your home or accept invitations to their home. | | | | | |
| Don’t initiate or agree to meet young people outside of work hours or outside of the work place. | | | | | |
| Don’t talk about things that you have done in your past that are illegal or inappropriate. | | | | | |
| Don't ask about young peoples’ pasts and their journeys prior to entering UK - unless they bring it up and even then, be sensitive and aware of who else is around and listening and do not probe for information. | | | | | |
| Don’t ask about families as this can often be a painful and sensitive subject. | | | | | |
| Avoid excessive physical contact and be aware of what kind of contact could be perceived as inappropriate. | | | | | |
| You should not be alone with one young person in order to avoid any allegations; but if this is not possible to do, all risks must be minimised by following the Safeguarding and Child Protection Policy. | | | | | |
| If a young person discusses something personal with you, ensure that this is kept confidential from other young people and people outside of Dost. | | | | | |
| If a young person discusses something with you that makes you believe that they or someone else may be at the risk of harm, you have a legal responsibility to report this to the Designated Safeguarding Lead (Marian Spiers). You can inform the young person that you are unable to keep that information confidential or if this is not possible, you must still report this as soon as possible. Follow guidance from the Safeguarding and Child Protection Policy. | | | | | |
| Use appropriate language and do not say things that could be taken as racist, sexist or discriminatory. | | | | | |
| Don’t impose your own religious, political, moral or ethical views onto the young people. | | | | | |
| Don’t take photos/ videos of the young people with your own equipment or allow them to use your phone/ camera. | | | | | |
| Don’t post anything about Dost on Social Media without prior consent. | | | | | |
| Don’t give gifts or show favouritism towards a young person/ people and do not accept gifts without consent from Lead Staff. | | | | | |
| **I have received the Policies and Procedures** | | | **YES** | **NO** | |
| **I have read the relevant Policies and Procedures to my role** | | | **YES** | **NO** | |
| **FOR STAFF – please tick** | | **FOR VOLUNTEERS – please tick** | | | |
| I will inform Marian of my availability |  | I will inform Marian of my availability | | |  |
| I will complete timesheets and invoices |  | I will aim to volunteer for at least 6 months | | |  |
| I will attend relevant training |  | I will attend relevant training | | |  |
| I will take part in Youth Team Meetings |  | I will take part in Youth Team Meetings | | |  |
| I will attend Supervision |  | I will attend Supervision | | |  |
| **Name:** | | **Signed:** | | | |
| **Dated:** | | **Role**: | | | |