

# DONISTHORPE YOUTH CLUB

## Code of conduct



## **Behaviour**

Paid staff and volunteers will use appropriate language to communicate with, young people, children, parents and colleagues.

Staff, volunteers, Junior Leaders, children, parents or visitors will be made aware of the Club's Equal Opportunities and Confidentiality Policies.

Staff and Junior Leaders will act as positive role models for children attending the club. They will be encouraged to listen, praise good behaviour, and to treat everyone with respect and dignity.

Bullying including aggressive and abusive behaviour will not be tolerated from staff, volunteers, Junior Leaders, children, parents or visitors.

Staff should not be normally working alone with a child.

## **Inappropriate Communication**

Paid staff and volunteers will not communicate with current youth club members or Junior Leaders outside the youth club in any way without the written permission of the parent/guardian and the youth club co-ordinator; written permission will be time limited.

Communication and contact includes:

- "Social Networking" sites
- Chat rooms
- Electronic messaging
- Texting
- Phoning including mobile devices
- Face to face (*Pre-arranged or regular*)
- Through another person.

Staff will not access the internet for personal use on club nights except with the specific permission of the co-ordinator.

## **Photographs**

Photographs / video / sound recordings of children and Junior Leaders will only be taken with the permission of the co-ordinator.

Photographs / video / sound recordings taken will be for use on the Youth Club Web Site, Newsletters or for other authorised promotional material approved by the Youth Club Trustees.

Staff, volunteers and Junior Leaders must not use camera phones or their own equipment to record youth club activities. They must not copy any recordings captured legitimately for youth Club business or store this on their own media / web sites.

Parent's permission for photographs / video for our newsletters / website will be requested as part of our membership policy.

A copy of this Policy will appear on our web site and is available in hard copy by request. We strongly urge parents to read this.

#### **Action**

Complaints arising from a breach of the above policy will be investigated by the co-ordinator and where appropriate reported to the Trustees for further consideration.

**Date: 13<sup>th</sup> February 2025**

**Review 13<sup>th</sup> February 2026**

**Chairman's Signature:**

