



VOLUNTEER LEADER CODE OF CONDUCT AGREEMENT - FORM V1

Your offer to assist with the leadership of offsite visits is greatly appreciated. The purpose of this code of conduct is to help all adults who are working with young people to understand their roles and responsibilities and to operate to common standards. This will help to safeguard both the young people and the adults involved. Please read through the following guide, and sign the form below.

I agree to:

- ✓ Adhere to the establishment's Child Protection, Behaviour, Physical Intervention, Photography and Video, Health and Safety and Intimate Care Policies.
- ✓ Behave in a mature, respectful, safe, fair and considered manner.
- ✓ Provide a good example and a 'positive role model' to young people.
- ✓ Treat all young people equally, and never build 'special' relationships or confer favour with individual young people.
- ✓ Observe young people's rights to privacy and confidentiality.
- ✓ Report to the headteacher/senior manager any significant issues of concern, including:
 - Accidents/incidents/dangerous driving during the transport of young people.
 - Situations that may give rise to complaint or misunderstanding.
 - Roles and responsibilities that I feel that I am not sufficiently qualified, trained or skilled to fulfil.
 - Any inappropriate behaviour of other adults.
- ✗ Not behave in a way that could lead a reasonable observer to question my conduct, intentions, or suitability to care for other people's children.
- ✗ Not leave a dependent young person in a position which may compromise their safety or well-being e.g. if parent has not collected them after a visit.
- ✗ Not touch young people in a manner which is gratuitous or could be considered sexual, threatening or intimidating.
- ✗ Not discriminate favourably or unfavourably towards any young person.
- ✗ Not make additional or private arrangements to contact, communicate or meet young people.
- ✗ Not develop 'personal' or sexual relationships with young people.
- ✗ Not push, hit, kick, punch, slap, throw missiles at, smack, a young person or threaten to do so.
- ✗ Not be sarcastic, make remarks or 'jokes' to young people of a personal, sexual, racist, discriminatory, intimidating or otherwise offensive nature.
- ✗ Not embarrass or humiliate young people.
- ✗ Not swear in front of young people.
- ✗ Not drink alcohol or take drugs during visits
- ✗ Not smoke in front of young people.
- ✗ Not give or receive gifts to/from young people unless agreed with the headteacher/senior manager.
- ✗ Not allow, encourage or condone young people to act in an illegal, improper or unsafe manner e.g. smoking, drinking alcohol.
- ✗ Not behave in an illegal or unsafe manner whilst transporting young people e.g. exceed the speed limit, drive recklessly, be under the influence of drugs or alcohol, drive a vehicle which is unroadworthy, otherwise unsafe or not properly insured, use a mobile phone whilst the vehicle is in transit, fail to use seat belts.
- ✗ Never undertake any work with young people when not in a fit and proper state to do so e.g. under the influence of alcohol, drugs, or medication which induces drowsiness.

I _____ have read and agree to abide by the Code of Conduct above.

Signed: _____ Date: _____

Checked and approved by _____ (Headteacher/Manager) Date _____