



Code of Conduct

This behaviour code outlines the conduct expected of all those working with Lovely Projects as directors, sessional staff, students or volunteers. All of these people are expected to report any breaches to directors of Lovely Projects. The code aims to protect children, young people and vulnerable adults from harm and reduce the possibility of unfounded allegations being made against members of Lovely Projects.

When working with children, young people and vulnerable adults it is important to:

- Operate within Lovely Projects' guidance and procedures
- Follow the Lovely Project's safeguarding policy and procedures at all times
- Listen to, and respect children, young people and vulnerable adults at all times
- Avoid favouritism
- Treat children, young people and vulnerable adults fairly and without discrimination
- Value and take seriously children, young people and vulnerable adults' contributions, actively involving them in planning activities where possible
- Ensure that contact with children, young people and vulnerable adults is appropriate and relevant with the work of the project
- Ensure language is appropriate and not offensive or discriminatory
- Follow the e-safety policy and report any breaches
- Ensure equipment is used safely and for its intended purpose
- Provide examples of good conduct you wish children and young people to follow
- Challenge unacceptable behaviour and report or suspicions/allegations of abuse
- Ensure that, wherever possible, there is more than one adult present during activities with children, young people and vulnerable adults. If not, follow the procedure for lone working.
- Respect children, young people and vulnerable adults' right to personal privacy
- Encourage children, young people and vulnerable adults to feel comfortable and caring enough to point out behaviours they do not like
- Recognise that special caution is required when you are discussing sensitive issues with children, young people and vulnerable adults.

You must not:

- Patronise or treat children, young people and vulnerable adults as if they are silly
- Allow allegations to go unreported
- Develop inappropriate relationships such as contact with children, young people and vulnerable adults that is not part of Lovely Projects' work.



- Conduct a sexual relationship with a child, young person or vulnerable adult or indulge in any form of sexual contact with a child, young person or vulnerable adult. Any such behaviour is unacceptable
- Make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children and young people
- Act in a way that can be perceived as threatening or intrusive
- Make inappropriate promises to children, young people and vulnerable adults, particularly in relation to confidentiality
- Rely on your reputation or that of Lovely Projects to protect you
- Take unnecessary risks when common sense, policy or practice suggests a more prudent approach
- Adopt an attitude of complacency with regard to your own conduct.