

CODE OF CONDUCT

Market Harborough Congregational Church behaviour code for working with children, young people and adults at risk of harm.

Purpose

This behaviour code outlines the conduct expected of all workers (staff and volunteers).

The code of conduct aims to help protect adults at risk of harm, children and young people from abuse and inappropriate behaviour from those in positions of trust, and to reduce the risk of unfounded allegations of abuse being made.

The role of workers (staff and volunteers)

When working with children and young people or adults at risk of harm, you are acting in a position of trust for Market Harborough Congregational Church. You will be seen as a role model and must act appropriately.

Good Practice

- Treat everyone with dignity, respect and fairness, and have proper regard for individuals' interests, rights, safety and welfare
- Work in a responsible, transparent and accountable way
- Be prepared to challenge unacceptable behaviour or to be challenged
- Listen carefully to those you are supporting
- Avoid any behaviour that could be perceived as bullying, emotional abuse, harassment, physical abuse, spiritual abuse or sexual abuse (including inappropriate physical contact such as rough play and inappropriate language or gestures)
- Seek advice from someone with greater experience when necessary
- Work in an open environment – avoid private or unobserved situations
- Follow policies, procedures and guidelines and report all disclosures, concerns, allegations, and suspicions to the Safeguarding Lead
- Don't make inappropriate promises particularly in relation to confidentiality
- Do explain to the individual what you intend to do and don't delay taking action

Unacceptable Behaviour

- Not reporting concerns or delaying reporting concerns
- Taking unnecessary risks
- Any behaviour that is or may be perceived as threatening or abusive in any way
- Passing on your personal and/or social media contact details and any contact that breaches Market Harborough Congregational Church's social media policy
- Developing inappropriate relationships

- Smoking and consuming alcohol or illegal substances when working with children and young people or adults at risk of harm
- Favouritism/exclusion – all people should be equally supported and encouraged

Breaching the Code of Conduct

If you have behaved inappropriately, you will be subject to disciplinary procedures (particularly in the case of paid staff where the line manager will consult the Safeguarding Lead as appropriate). Depending on the seriousness of the situation, you may be asked to leave Market Harborough Congregational Church. We may also make a referral to statutory agencies such as the police and/or the local authority children's or adult's social care departments or DBS. If you become aware of a breach of this code, you should escalate your concerns to the Safeguarding Lead or line manager (in the case of a paid staff member).

Declaration

I agree to abide by the expectations outlined in this document and confirm that I have read the relevant policies that assist my work with vulnerable groups.

Name:

Signature:

Date:

The information you supplied is held for that purpose only and will not be shared with any third party. The submission of this form and the information contained indicates your acceptance to retain this information which will be held.

You can withdraw or change your consent at any time by contacting the Church. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where it is required by law, but this will not affect any personal data that has already been processed prior to this point. Data will be stored on a password protected computer or locked filing system and deleted in accordance with guidelines.