

# FLAM-LUMIERES DE LONDON BRIDGE Code of Conduct and Behaviour Policy

## Policy

### *Principles*

As an adult working in FLAM-LUMIERES DE LONDON BRIDGE – whether as a member of staff or a volunteer you have a responsibility to ensure that everyone attending FLAM-LUMIERES DE LONDON BRIDGE’s activities, particularly children, young people and vulnerable adults, are protected from harm. It is the responsibility of each adult working with FLAM-LUMIERES DE LONDON BRIDGE to ensure that:

- ✓ their behaviour is appropriate at all times;
- ✓ they observe the rules established for the safety and security of children, young people and vulnerable adults;
- ✓ they follow the procedures following suspicion, disclosure or allegation of child abuse;
- ✓ they recognise the position of trust in which they have been placed; and
- ✓ in every respect, the relationships they form with the children, young people and vulnerable adults in their care are appropriate

All persons who wish to work in FLAM-LUMIERES DE LONDON BRIDGE, must accept and understand this policy. They must also agree to put FLAM-LUMIERES DE LONDON BRIDGE’s policies on safeguarding children and vulnerable adults into practice.

### *Meeting your responsibilities*

To give positive guidance the Code of Behaviour (below) provides a list of 'do's and don'ts' to help you ensure that:

- ✓ the welfare of the children and/or young people and/or vulnerable adults for whom you have a duty of care is safeguarded;
- ✓ you avoid compromising situations or opportunities for misunderstandings or allegations.

## Code of behaviour

- ✓ **DO** put this code into practice at all times;
- ✓ **DO** treat everyone with dignity and respect;
- ✓ **DO** set an example you would wish others to follow;
- ✓ **DO** treat all young people equally - show no favouritism;
- ✓ **DO** plan activities that involve more than one other person being present, or at least are within sight and hearing of others;
- ✓ **DO** follow recommended adult/young people ratios for meetings and activities;
- ✓ **DO** respect the right to personal privacy of a child, young person or vulnerable adult;
- ✓ **DO** avoid unacceptable situations within a relationship of trust, *eg:* a sexual relationship with a young person or vulnerable adult over the age of consent;
- ✓ **DO** have separate sleeping accommodation for children, young people, adults and Young Leaders working with a younger Section in any overnight activity;
- ✓ **DO** allow children, young people and vulnerable adults to talk about any concerns they may have;
- ✓ **DO** encourage others to challenge any attitudes or behaviours they do not like;
- ✓ **DO** avoid being drawn into inappropriate attention seeking behaviour, *eg:* tantrums and crushes;
- ✓ **DO** follow FLAM-LUMIERES DE LONDON BRIDGE’s 'no alcohol' guidance;

- ✓ **DO** make everyone aware of COMMUNITY RELIEF AND EMPOWERMENT FOUNDATION procedures for safeguarding children, young people and vulnerable adults;
- ✓ **DO** remember this code even at sensitive moments, *eg:* when responding to bullying, bereavement or abuse;
- ✓ **DO** keep other members of staff/volunteers informed of where you are and what you are doing;
- ✓ **DO** remember someone else might misinterpret your actions, no matter how well-intentioned;
- ✓ **DO** take any allegations or concerns of abuse seriously and refer immediately.
  
- ✗ **DO NOT** trivialise abuse;
- ✗ **DO NOT** form a relationship with a child, young person or vulnerable adult that is an abuse of trust;
- ✗ **DO NOT** permit abusive peer activities, *eg:* initiation ceremonies, bullying;
- ✗ **DO NOT** engage in inappropriate behaviour or contact - physical, verbal, sexual;
- ✗ **DO NOT** play physical contact games with children, young people or vulnerable adults;
- ✗ **DO NOT** make suggestive remarks or threats to a young person, even in fun;
- ✗ **DO NOT** use inappropriate language - writing, phoning, email or internet;
- ✗ **DO NOT** let allegations, suspicions, or concerns about abuse go unreported;
- ✗ **DO NOT** just rely on your good name to protect you.

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## Change Record

Date of Change:	Changed By:	Comments: