

## CODE OF CONDUCT

**The King's Church, Wisbech rules for all volunteers and staff, especially those who work with children, young people and adults with care and support needs.**

At The King's Church, Wisbech, we want to make sure that all our relationships are kind and safe. To help with this, we have created a Code of Conduct. This is especially important for our volunteers who work with children, young people, and adults with care and support needs. We ask everyone to read and think carefully about the Code and our Safeguarding policy before agreeing to follow these rules and continue helping at The King's Church, Wisbech.

### Purpose

This behaviour code explains how all workers, like staff and volunteers, should act. It helps keep everyone safe from harm and bad behaviour, especially children, young people, and adults with care and support needs. It also helps prevent false accusations of abuse.

### Role of workers (Staff and Volunteers)

If you work with children, young people, or adults with care and support needs, you have a special job (called a position of trust) in The King's Church. People look up to you, so it's important to act in a good way.

### Good things to do

- Treat everyone nicely and fairly, and care about their rights and safety.
- Be honest and responsible in what you do.
- If you see something wrong, speak up, and be ready to listen if someone speaks to you. Pay attention to the people you are helping.
- Don't do anything that could be seen as bullying or hurting someone, like using swear or sexual words or touching inappropriately.
- If you're unsure about something, ask someone who knows more.
- Avoid being alone with children or adults with care and support needs where no one can see you.
- Always follow the rules and tell the right person (the Safeguarding Lead) if you hear about any concerns or problems.
- Don't make promises you can't keep, especially about keeping secrets.
- Always tell the person you are helping what you plan to do and act quickly if there's a problem.

## Bad things to do

- Not telling someone about a problem right away.
- Taking risks that are not necessary.
- Acting in a way that seems mean or scary.
- Sharing your personal contact information (or social media information) with a child or someone with care and support needs that does not follow the Safeguarding Policy rules.
- Having close or wrong relationships, especially those of a sexual nature with anyone under 18 or who is an adult with care and support needs.
- Using illegal drugs. r drinking alcohol whilst carrying out work at church.
- Treating some people better than others; everyone should be treated the same and helped equally.

## Breaking the Code of Conduct

If you do something wrong, there will be rules to follow to deal with it. This is especially true for paid staff, who will talk to the Safeguarding Lead about what happened.

Depending on how serious it is, you might have step down as a volunteer. We might also tell the police or local social services about it. If you see someone breaking these rules, tell the Safeguarding Lead.

## Declaration

I agree to follow the rules written here. I have read the important policies about working with children, young people and adults with care and support needs.

Name:

Signature:

Date: