

BEHAVIOUR CODE FOR ADULTS WORKING WITH CHILDREN AND YOUNG PEOPLE

MARCH 2025

PURPOSE AND SCOPE OF THE BEHAVIOUR CODE

This behaviour code outlines the conduct that Girls Are Investors (GAIN) expects from all our staff and volunteers. This includes trustees, volunteers, agency staff, interns, students and anyone who is undertaking duties for the organisation, whether paid or unpaid.

The behaviour code is there to help us protect children and young people from abuse. It has been informed by the views of children and young people.

This behaviour code relates to work undertaken with children and young people. Children refers to anyone under the age of 18 and legally classed as a child. Young people refer to those who are legally classed as adults over the age of 18 but are still in education.

GAIN is responsible for making sure everyone taking part in our activities has seen, understood and agreed to follow the code of behaviour, and that they understand the consequences of inappropriate behaviour.

THE ROLE OF STAFF AND VOLUNTEERS

In your role at GAIN you are acting in a position of trust and authority and have a duty of care towards the children and young people we work with. You are likely to be seen as a role model by young people and are expected to act appropriately.

We expect people who take part in our services to display appropriate behaviour at all times. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

RESPONSIBILITY OF STAFF AND VOLUNTEERS

You are responsible for:

- prioritising the welfare of children and young people
- providing a safe environment for children and young people
- having good awareness of issues to do with safeguarding and taking action when appropriate
- following our principles, policies and procedures on safeguarding
- staying within the law at all times
- modelling good behaviour for children and young people to follow
- challenging all inappropriate behaviour and reporting any breaches of the behaviour code to the safeguarding lead (Tasha Hoskins – tasha@gainuk.org)
- reporting all concerns about abusive behaviour, following our safeguarding procedures. This includes inappropriate behaviour displayed by an adult or child and directed at anybody of any age.

RESPECTING CHILDREN AND YOUNG PEOPLE

You should:

- Always listen to and respect children and young people
- value and take children and young people's contributions seriously, actively involving them in planning activities wherever possible
- respect a child or young person's right to personal privacy as far as possible
 - if you need to break confidentiality in order to follow safeguarding procedures, it is important to explain this to the child or young person at the earliest opportunity and that you follow the safeguarding policy on reporting.
 - If you have any concerns about sharing personal details in the event of a safeguarding concern, please speak with the safeguarding lead (Tasha Hoskins – tasha@gainuk.org)

DIVERSITY AND INCLUSION

You should:

- treat children and young people fairly and without prejudice or discrimination
- understand that children and young people are individuals with individual needs
- respect differences in gender, sexual orientation, culture, race, ethnicity, disability and religious belief systems, and appreciate that all participants bring something valuable and different to the group/organisation
- challenge discrimination and prejudice
- Encourage children, young people and adults to speak out about attitudes or behaviour that makes them uncomfortable, where appropriate.

APPROPRIATE RELATIONSHIPS

You should:

- promote relationships that are based on openness, honesty, trust and respect
- avoid showing favouritism
- be patient with others
- exercise caution when you are discussing sensitive issues with children or young people
- ensure your contact with children and young people is appropriate and relevant to the nature of the activity you are involved in
- ensure that whenever possible, there is more than one adult present during activities with children
 - if a situation arises where you are alone with a child, ensure that you are within sight or can be heard by other adults
 - if a child specifically asks for or needs some individual time with you, ensure other staff or volunteers know where you and the child are
- only provide personal care in an emergency and make sure there is more than one adult present if possible

INAPPROPRIATE BEHAVIOUR

When working with children and young people, you must not:

- allow concerns or allegations to go unreported
- take unnecessary risks
- smoke, consume alcohol or use illegal substances
- develop inappropriate relationships with children and young people
- make inappropriate promises to children and young people
- engage in behaviour that is in any way abusive
 - including having any form of sexual contact with a child or young person
- let children and young people have your personal contact details (mobile number, email or postal address) or have contact with them via a personal social media account
 - If communicating with children through a work email address, please ensure that another relevant adult is in copy (i.e a teacher, parent or GAIN staff)
- act in a way that can be perceived as threatening or intrusive
- patronise or belittle children and young people
- make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children and young people.

UPHOLDING THIS CODE OF BEHAVIOUR

You should always follow this code of behaviour and never rely on your reputation or that of our organisation to protect you.

If you have behaved inappropriately, you will be subject to our disciplinary procedures. Depending on the seriousness of the situation, you might be asked to leave GAIN. We might also make a report to statutory agencies such as the police and/or the local authority child protection services.

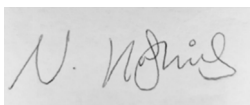
If you become aware of any breaches of this code, you must report them to the GAIN safeguarding lead.

REVIEW DATE

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: 10/03/2025

Signed:



Date: 10/03/2025