

Appendix 1

Code of Good Practice

The following are guidelines for standards of personal behaviour and conduct for all staff, volunteers and agents of SOLT working with children/young people:

Physical Environment

In any situation or environment ensure wherever possible that you are never left alone with a child or young person; and try to ensure that there is more than one SOLT staff member with a group at all times. If you do not hold a DBS certificate you must ensure that you are never left alone in sole charge of a group or a child or young person.

Physical Contact

- At all times maintain a safe and appropriate distance from participants
- Do not engage in or allow any physically rough or sexually provocative games or inappropriate talking or touching during any Activity.
- Seek agreement from participants prior to any physical contact, which should occur only when it is absolutely necessary in relation to a particular Activity. If the person appears doubtful or uncomfortable then you should not proceed. Always explain what you are going to do and why beforehand. Physical contact should be minimised and ceased as soon as it is safe to do so.
- Ensure that disabled participants are informed of and comfortable with any necessary physical contact.

Interpersonal Dealings

- Promote equality by treating all children and young people equally, with respect and dignity.
- Do not discriminate or show signs of approval or prejudice.
- Do not steal or condone someone else's stealing, regardless of the value of the item stolen.
- Empower children and young people to share in the decision making process.
- Build balanced relationships based on mutual trust and focus on work not on friendships.
- Always put the welfare of each participant first.
- Use appropriate language and body language at all times.
- Ensure that any feedback given to children and young people is enthusiastic and constructive rather than negative.
- Ensure that relationships are appropriate to age and gender.

Bullying

- Don't engage in or tolerate inappropriate physical activity or any bullying.
- Ensure that unacceptable behaviour by a child or young person is challenged and addressed swiftly.
- Report any instances of bullying, including violence or derogatory remarks or behaviour to the Designated Safeguarding Officer promptly.

Other

- Do NOT accompany a child/young person on their journey home and never offer them a lift in your car.
- Never give a child or young person your personal contact details, or become friends with them on social networking sites.
- Ensure allegations are reported immediately, including any made against you.
- Follow procedures set out in the SOLT safeguarding policy for reporting allegations and don't investigate yourself.
- Don't ever agree to keep allegations confidential

I have read the Code of Good Practice relating to SOLT's Safeguarding Policy and agree to abide by it at all times when working with children and young people for SOLT.

Name: _____ Signed: _____

Date: _____