



Code of Conduct for Michaela Foundation Staff and Volunteers

Michaela Foundation staff and volunteers involved in activities for children and young people have a great opportunity to be a positive role model and help build an individual's confidence.

Staff and volunteers are expected to:

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Attend training and complete all online training e.g. watch all relevant e-training tutorials
- Read all the relevant policies and guidelines
- Consider the wellbeing and safety of participants before the development of performance.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all young people fairly and ensure they feel valued. Have no favourites.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people and not over-train the young people.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to promote the objectives of Michaela Foundation at all times.
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures. Parents will be informed.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the Camp/Event Children's Officer and/or the Michaela Foundation National Children's Officer(s).
- Refer minor first aid in the presence of others to the Camp/Event First Aid Officer. Parents/Guardians must be informed of all first aid delivered.
- Have access to telephone for immediate contact to emergency services if required.
- Foster team work to ensure the safety of youth members in their care.
- Ensure the rights and responsibilities of youth participants / Campettes are enforced.

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- Establish and address the additional needs of disabled participants or other vulnerable groups.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of young people.
- Take time to explain techniques, activity instructions to ensure they are clearly understood.
- Develop an appropriate working relationship with participants/Campettes, based on mutual trust and respect.
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example.
- Refrain from smoking and consumption of alcohol during activities or Camp.
- Do not come to Camp or any Michaela Foundation activity under the influence of alcohol or any other substance.
- Never condone rule violations, rough play or the use of prohibited substances.
- Do not spend excessive amounts of time alone with children unless there are exceptional circumstances
- Never take children to their home
- Not administering First Aid involving the removing of children's clothing unless it is advised by medical professionals and consent has been obtained from the child and their parents/guardians.
- Make the sport/activities fun.

Staff and volunteers have the right to:

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by Michaela Foundation
- Be protected from abuse by children/Campettes, other adult members, volunteers and parents.
- Not to be left vulnerable when working with children.

Any minor misdemeanors and general misbehaviour will be dealt with immediately and reported verbally to the National Children's Officer(s). Serious or persistent breach of the code will result in disciplinary action and could lead to dismissal from the Michaela Foundation

Dismissals can be appealed by the leader/volunteer with final decisions taken by Michaela Foundation's Management or referred to the Board of Trustees.

