



# Frenchay After Burns Children's Club.

Registered Charity Number 1105104.

## Volunteers Code of Conduct

<b>Policy ID</b>	FAB-P11
<b>Version</b>	1.3
<b>Title</b>	Volunteers Code of Conduct
<b>Approved by</b>	FAB Exec Committee
<b>Date Issued</b>	19th March 2024
<b>Review Date</b>	19th March 2026

FAB club volunteers are expected to -

- Maintain a standard conduct that will not be detrimental to the harmonious running of the FAB Club or to its reputation.
- Demonstrate mutual respect / good time keeping / positive and constructive engagement and participation in the work of the charity / checking email regularly and respond in a timely fashion where required / supporting and promoting FAB activities and fundraising.
- Attend and participate in the regular volunteer meetings either in person or where necessary online via Teams/Zoom. Ensuring where attendance is not possible apologies are passed to the Exec and minutes are read to keep updated on activity.
- Respect all other volunteers, FAB members and their parents & guardians. During camps and activities support and respect other camp organisers, burn club volunteers and instructors.
- Ensure the safety of all children by providing effective supervision, proper pre-planning of activities and camps, using safe methods at all times.
- Consider the wellbeing and safety of participants before the development of an activity.
- Encourage and guide FAB children to accept responsibility for their own performance and behaviour.



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- Treat all young people fairly and ensure they feel valued.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Be positive, approachable and offer praise whilst always promoting the objectives of the charity.
- 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 charities policies.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the designated person.
- Administer minor first aid in the presence of others and where required refer more serious incidents to the club or site "first aider".
- When on activities or camps have access to a telephone for immediate contact to emergency services if required.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible.
- Respect and listen to the opinions of others.
- Develop an appropriate working relationship with other volunteers, organisers and instructors, 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.
- No smoking, vaping or consumption of alcohol or illegal drugs/substances during FAB club activities (smoking areas may be provided for volunteers at some facilities for example



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during residential camps and activities, these may only be used at the discretion of the camp/activity leader away from the FAB children and during break or down time)

- Follow the guidance and instruction of lead FAB volunteer or activity leader/instructor and to do as instructed.
- During activities and camps volunteers personal mobile phone use should be kept to a minimum and where possible should be away from the FAB children and not during activities.
- All property brought by volunteers to camps remains the individual's responsibility.
- Volunteers will always ensure compliance with the FAB policies.

## **FAB volunteers have the right to:**

- Access annual training and information on all aspects of leading/managing activities for children, particularly on Safeguarding.
- Support in the reporting of safeguarding concerns or poor practice.
- Fair and equitable treatment by the FAB Club.
- Not to be left vulnerable when working with children.

FAB Club's insurance policy does not provide personal accident or personal belongings insurance. It is up to the individual to obtain their own if required.