



## **ST. MARY'S CHURCH NEWICK – CHICHESTER DIOCESE BEHAVIOUR CODE FOR ADULTS WORKING WITH CHILDREN AND VULNERABLE ADULTS**

This Code outlines the expectations of St. Mary's Church Newick PCC for all those who work or volunteer with children / vulnerable adults. It reflects the desire to follow Jesus in all that we do, reflecting his love to those we minister to. It follows from our determination to ensure that our church is a place where children and vulnerable adults can not only be safe, but feel safe and be seen to be safe. It reflects our unwavering commitment to the highest possible standards of safeguarding practice.

Following this code will help to protect children and vulnerable adults from abuse and inappropriate behaviour from adults. It will help them learn how safe adults behave around them – thus equipping them to better recognise if an adult is behaving unsafely around them and know that this behaviour is wrong. It will also help staff and volunteers maintain the standards of behaviour expected of them and will reduce the possibility of unfounded allegations of abuse being made against them.

### **UPHOLDING THE CODE**

All members of staff and volunteers are expected to report any breaches of this code to the Rev'd James Hollingsworth / Rev'd Paul Mundy under the parish whistle blowing procedure or if necessary under the parish safeguarding policy.

Staff and volunteers who breach this code of behaviour may be subject to disciplinary procedures or asked to leave their role. Serious breaches may also result in a referral being made to a statutory agency such as the police or the local authority children's social care department.

### **RESPONSIBILITY OF STAFF AND VOLUNTEERS**

When working with children, young people / vulnerable adults for St. Mary's Church Newick, all staff and volunteers are acting in a position of trust. It is important that all staff and volunteers are aware that they may be seen as role models by children / young people / vulnerable adults and by their parents and carers. They therefore must act in an appropriate manner at all times.

#### **When working with children / young people / vulnerable adults, it is important to:**

- Treat all children / young people / vulnerable adults with respect.
- Ensure that your own language, tone or voice and body language is respectful
- Value the contribution of children / young people / vulnerable adults and take their views seriously, actively involving them in planning activities wherever possible.
- Respect children / young people / vulnerable adults right to personal privacy.
- Always aim to work within sight of another adult.
- Ensure another adult is informed if children / young people / vulnerable adults needs to be taken to the toilet; toilet breaks should be organised for young children.
- Ensure that children / young people / vulnerable adults know who they can talk to if they need to speak to anyone.
- If any activity requires physical contact, ensure that the children / young people / vulnerable adults, ensure that they and the parents / carers are aware of this and its nature beforehand.
- Administer any necessary First Aid with other around.
- Obtain consent forms for any photographs/videos to be taken, shown or displayed.
- Record any concerning incidents and give information to your group leader/co-ordinator. Sign and date the record.
- Always share concerns about a child / young person / vulnerable adult of their behaviour to another worker within your group or the safeguarding co-ordinator.

**When working with children / young people / vulnerable adults you should not:**

- Initiate physical contact. Any necessary contact (e.g. For comfort, see above) should be initiated by the children / young people / vulnerable adults.
- Play rough physical games with children / young people / vulnerable adults or allow games with a potentially physical element (such as 'British Bulldog') to be played. Any such games should be carefully thought out with planning and notification to parents / carers.
- Act speak or conduct yourself in a sexually provocative or suggestive way, either directly towards children / young people or with other adults when you are with children / young people or engage in any sexual behaviour at all with children / young people. It is your responsibility to do everything you can do to avoid any hint of sexually inappropriate behaviour, language or styles of relating with children / young people.
- Encourage children / young people to behave in sexually provocative or suggestive ways with each other.
- Touch a child / young person / vulnerable adult inappropriately or obtrusively.
- Invade a child's / young person / vulnerable adult's privacy while washing or going to the toilet.
- Act in a way that can be perceived as threatening or intrusive.
- Use any form of physical punishment.
- Scapegoat, ridicule or reject a child, group or adult.
- Permit abuse peer activities, e.g. Initiation ceremonies, ridiculing or bullying.
- Show favouritism to any one child / young person / vulnerable adult.
- Allow a child / young person / vulnerable adult to involve you in excessive attention seeking, including that which is overtly physical or sexual in nature. It is always your responsibility to maintain appropriate boundaries in your work with children / young people / vulnerable adults.
- Give lifts to children / young people / vulnerable adults on their own or on your own.
- Smoke tobacco in the presence of children / young people / vulnerable adults.
- Drink alcohol when responsible for children / young people / vulnerable adults or offer to give or buy them alcohol.
- Share sleeping accommodation with children / young people / vulnerable adults.
- Invite a child / young person / vulnerable adult to your home alone.
- Arrange social occasions with children / young people / vulnerable adults outside group occasions.
- Allow unknown adults access to children / young people / vulnerable adult Visitors should always be accompanied by a known person.
- Allow strangers to give children / young people / vulnerable adults lifts.

Agreed at PCC Meeting held on Thursday 14<sup>th</sup> November 2019.

Signed .....

Rev'd Paul Mundy