Low Road, North Tuddenham. Dereham. Norfolk. NR20 3HF
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nikkita@kimblewick.co.uk

Code of Conduct for Staff and Volunteers

As a member of staff or a volunteer for Kimblewick we would like you to:

- Implement our Safeguarding policy and procedures
- Report any concerns about or allegations of abuse or poor practice to our Safeguarding Officer
- Listen to any concerns that parents or young people might have
- Do not engage in any behaviour that constitutes any form of abuse
- Respect your position of trust and maintain appropriate boundaries and relationships
- Keep coaching, first aid and safeguarding training up to date
- Make sure you have the appropriate staffing ratios of adult to participant
- Respect children's trust and rights whilst being honest and open with them
- Do not discriminate against anyone, regardless of gender, race, sexual orientation or ability
- Administer first aid if an injury occurs and call for help when necessary
- Use constructive and positive methods of developing skills, without humiliating or harming them
- Abide by our E-safety policies
- Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst young people
- Lead by example
- Develop positive relationships with parents/carers and keep them updated of their child's development/progress
- Help make the club/centre a friendly and welcoming place to be

As a member of our staff, we understand you have the right to:

- Enjoy the time you spend with us and be supported in your role
- Be informed of our safeguarding procedures and what you need to do if something isn't right
- Have access to ongoing training and support
- Be listened to
- Be involved and contribute towards decisions that affect the club/centre
- Be respected and treated fairly
- Feel welcomed, valued and not judged based on your race, gender, sexuality or ability
- Be protected from physical or emotional abuse from children or parents and be supported to resolve conflict.

Signature of Staff member/volunteer:	
Date:	
Signature of Proprietor/Manager:	
Date:	