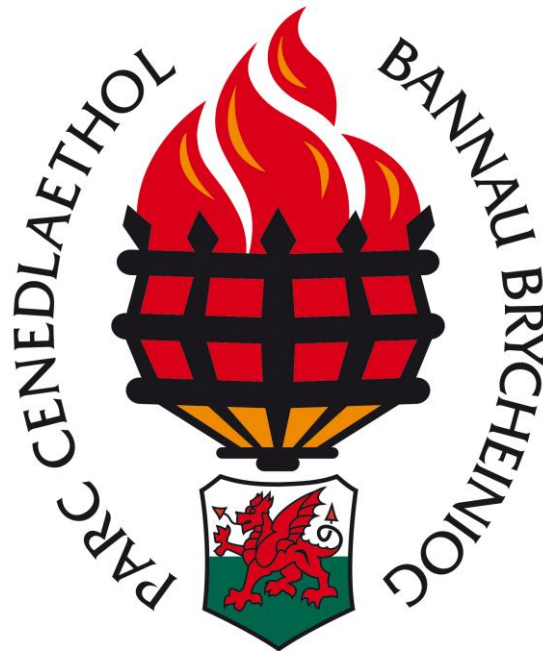


Youth Volunteers

Code of Conduct



BRECON BEACONS
NATIONAL PARK

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Overview

This Code of the Conduct is for all young people representing the Brecon Beacons National Park Authority (BBNPA). This covers involvement as a volunteer, a participant or attending an event.

Why we have a Code of Conduct:

- To make sure all Youth volunteer activities and events are safe and inclusive for young people, BBNPA staff, volunteers and others who may be there.
- So it is clear how we expect you to behave and how you can expect other young people, staff and volunteers to behave towards you.

The Code of Conduct applies not only to face-to-face events, but also online events, digital interactions (texting, messaging, email, digital meetings, online communication) and any other activity where you are representing the BBNPA.

What we expect from you

Young people must always:

1. Treat everyone with respect and dignity
2. Listen to others' views
3. Act as a positive role model
4. Respect other young people's right to privacy – for example, do not share photos and people's names on social media without their permission.
5. Help create an environment that encourages everyone to feel comfortable and confident.
6. Be aware that others may misunderstand your behavior and actions, even if you did not mean it that way. So act quickly to correct this if it happens.
7. Be tolerant, you may be misunderstanding someone's behavior because they have a particular lived experience.
8. Report any behavior which makes you feel uncomfortable or unsafe.

Young people should never:

1. Be physically violent towards other young people, staff or volunteers. This includes throwing objects, hitting, kicking or assaulting someone.
2. Be verbally abusive towards other young people, staff or volunteers. This includes being threatening or offensive, actively discriminating against others or making other young people feel they are less valid because of their ethnicity, class, gender, sexual orientation, disability, political views or heritage.
3. Use of private messaging to cause harm. Private messages to be avoided.
Young people's responsibilities;
 - a. Do not disclose personal information about yourself or others
 - b. Do not send inappropriate text or images
 - c. Messages to be relevant to Youth Voice platformAdult and volunteers to read, understand and sign the safeguarding policy for children, safeguarding policy for vulnerable adults and relevant risk assessments to understand their responsibilities.
4. Use inappropriate or demeaning language that purposefully puts people down.
5. Sexually assault or threaten sexual assault to other young people, staff or volunteers.
6. Bring or use alcohol, illegal drugs or other reality altering substances when taking part in activities and residential (online or face to face).
7. Engage in illegal or fraudulent activities when representing the BBNPA or at our events.

Representing the BBNPA

As a volunteer or participant, we ask that you are publicly respectful about the programme you are on and the BBNPA. This includes letters, phone calls, face-to-face meetings, online communication and on social media. If you have a problem with the Authority, please talk to a staff member about this:

Ben Geeson-Brown

Sustainable Communities Officer

Benjamin.Geeson-Brown@beacons-mpa.gov.uk

07854 997525

Helen Roderick

Stakeholder Manager

Helen.Roderick@beacons-mpa.gov.uk

07790944443

Being politically neutral

The BBNPA has to be a politically neutral so we can make sure that all young people can engage with us, and so we do not alienate young people from decision makers in Town Halls, UK Parliament or anywhere else in the current government. If you volunteer or participate in our activities, we need you to do the same.

What you can expect from us

- Our staff and volunteers will also uphold the Code of Conduct and treat you with respect
- We will challenge discrimination and promote equal opportunities across our work
- All young people involved in the BBNPA have the right to be respected and safe
- We will make sure all our activities are inclusive and accessible
- We will manage behavior and act appropriately
- We will respond to all complaints and act in a timely manner
- All BBNPA staff working with you will have an up-to-date DBS check
- The Sustainable Communities Officer will offer regular communication and will support the BBNPA Youth Volunteer programme

Disciplinary Process

We have a clear, '3 strikes' system. We will always investigate and explain the decisions we have made and send you this in writing. You can appeal the decision within 3 weeks of receiving the letter. We will speak with your parent(s)/ guardian or line manager about the situation to make sure they are aware and you get support.

Each incident will be looked at individually, investigated and a decision made of how severe it is. In general, we would expect someone to initially receive a verbal warning, but if the behavior continues (or there are additional breaches of the codes) they then receive a second warning and then if this still continues, be asked to leave.

While an incident is being investigated, you will be asked to 'step down' from all your roles at the NYMNPA Youth Voice Platform. This is a suspension and means you cannot attend any NYMNPA events, activities or meetings during this time. This also means you can not represent the organisation externally.

Level 1: Verbal Warning (lasts one year across all our activities)

Breaking the codes of conduct listed above (harassing someone in person or over social media, bullying, etc)

Level 2 - Written Warning (lasts one year across all our activities)

- Continuing the behavior that got the Level 1 verbal warning
- Breaking another part of the Code of Conduct in the same year as gaining a verbal warning

Level 3 - Asked to leave position (not able to return, represent the BBNPA, or return as an adult)

- Continuing the behavior that got the Level 2 written warning. For example, continuing a behavior that breaks the codes of conduct even though you received two warnings about this and have been offered support to stop doing this.
- Breaking the Code of Conduct a second time in the same year as having a verbal warning and a written warning. For example, in the same year you received a verbal warning for online bullying, a written warning for being verbally abusive at a residential and then, at another event, you brought alcohol.
- In severe cases, we might ask someone to leave without the other warnings. These will be where they have broken the law, such as bringing a weapon or drugs to a residential, or found guilty of a crime such as assault, sexual assault, abuse, fraud. You would be asked to step down from your role from the point of investigation/being charged and asked to leave if found guilty.

This process is confidential so we cannot and will not talk about this outside of the people involved and authorities involved. Unless a crime has been committed.

How to report an issue

If you are concerned about someone's behavior or have a complaint against a young person, a member of staff or volunteer, please initially speak to the member of staff who supports you. If you feel they are not listening to you, or the complaint is against them, please ask to speak to their line manager. If you feel like you are still not being listened to, please ask to speak to our designated safeguarding officer.

Alternatively, please contact:

NSPCC. Regarding a child 0808 800 5000.

Those 18 or under wanting confidential advice and support call Childline (24/7 helpline) 0800 1111.

Declaration

By signing this you are agreeing to the Code of Conduct. Should you have any questions or queries about this, please speak to the Sustainable Communities Officer.

Aged 18 and over

Name (printed): _____

Signature: _____ Date: _____

Aged under 18

Parent/ Guardian

Name (printed): _____

Signature: _____ Date: _____

Young person

Name (printed): _____

Signature: _____ Date: _____