



### Code of Conduct for Members and Volunteers

It is important that all adults working with children (& vulnerable adults) understand that the nature of their work and the responsibilities related to it places them in a position of trust.

1. Always remember that while you are caring for other people's children you are in a position of trust and your responsibilities to them and the organisation must be uppermost in your mind at all times.
2. Never use any kind of physical punishment or chastisement such as smacking or hitting.
3. Do not smoke in front of any child or young person.
4. Do not use unprescribed drugs or be under the influence of alcohol.
5. Never behave in a way that frightens or demeans any child, young person or vulnerable adult.
6. Do not use any racist, sexist, discriminatory or offensive language.
7. Do not give your personal contact details / personal website details to children.
8. Directors of all Mellows shows may communicate via a WhatsApp Community Group ensuring under 18's contact details are protected, all members of the group to use 'phone number privacy' setting in all chats
9. Do not use internet or web-based communication channels to send personal messages to/ befriend children.
10. The use of mobile phones or any other devices to take images of children must be carefully managed. Mobile phones or any other devices **must not** be used to take images of children's injuries.
11. Generally, you should not give children presents or personal items. The exceptions to this would be a custom such as buying children a small birthday token, show gift, leaving present or help to a family in need such as equipment to enable them to participate in an activity. Similarly do not accept gifts yourself other than small tokens for appropriate celebrations, which you should mention to the DSL/DDSL.
12. You should not invite a child to your home or arrange to see them outside the set activity times. Should the need arise to invite a child into your home then a discussion with Designated Safeguarding Lead (DSL) must be conducted in order to ensure this is the most appropriate action.

13. You should not engage in any sexual activity (this would include using sexualised language) with a child you meet through your duties or start a personal relationship with them, this would be an abuse of trust.
14. You should not be alone with a child. In situations where this may be needed (for example where a child wants to speak in private) think about ways of making this seem less secret for example by telling another member or volunteer what you are doing and where you are, leaving a door ajar, being in earshot of others and lastly note the conversation afterwards.
15. Do talk explicitly to children about their right to be kept safe from harm.
16. Do listen to children and take every opportunity to raise their self-esteem.
17. Do work as a team with members and volunteers. Agree with them what behaviour you expect from children and be consistent in enforcing it.
18. If you have to speak to a child about their behaviour remember you are challenging 'what they did' not 'who they are'.
19. Do make sure you have read the Safeguarding/Child Protection Policy and that you feel confident that you know how to recognise when a child may be suffering harm, how to handle any disclosure and how to report any concerns.
20. Do seek advice and support from your fellow members and your DSL/DDSL.
21. Do seek opportunities for training such as that available through the Staffordshire or Stoke-on-Trent Safeguarding Children Board.

**Dated: October 2024**

**Review Date: October 2025 - to be sent out to all cast members before each show**

**Designated Safeguarding Lead (DSL)  
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