

## **Code of conduct for Staff, Volunteers and Associates.**

Circus Central expects everyone who works with the charity (staff, associates, partners, volunteers) to follow the guidelines that follow in all aspects of their activities connected with the work of the charity. The code of conduct is to promote a child centred approach from all staff members, public facing contractors and volunteers to ensure the welfare and safety of children and young people.

### **1. Staff, Volunteers and Associates will not:**

- 1.1 Undertake a Circus Workshop or performance activity while under the influence of drugs or alcohol.
- 1.2 Smoke or vape in front of participants either in or immediately outside the building where the workshop is taking place (best practise avoids children seeing facilitators smoke at all, as they are key role models).
- 1.3 Swear in front of participants.
- 1.4 Bring personal issues into the workshop (including pre and post workshop discussions with other facilitators).
- 1.5 Have any inappropriate physical or verbal contact with others.
- 1.6 Jump to conclusions about others without checking facts.
- 1.7 Show favouritism to any individual.
- 1.8 Make suggestive remarks or gestures, even in fun.
- 1.9 Make Remarks that may be considered derogatory towards any individual or group characteristic.
- 1.10 Let suspicion, disclosure or allegation of abuse go unrecorded or unreported.

### **2 Staff, Volunteers and Associates will:**

Staff and volunteers are expected to:

- 2.1 Be professional in all conduct before, during and after sessions.
- 2.2 Demonstrate a positive attitude and be approachable before, during and after sessions.
- 2.3 Treat everyone with respect.
- 2.4 Work to promote an environment that prevents participants and staff from feeling isolated or discriminated against.
- 2.5 Ensure activities are designed with the welfare and safety of participants in mind.
- 2.6 Ensure activities are designed to be engaging and enabling for all participants with a focus on fun as well as skills development.
- 2.7 Provide an example that the Company would wish others to follow.
- 2.8 Be a positive role model for participants.
- 2.9 Be on first name terms with participants.
- 2.10 Show respect for equipment and facilities at all times.
- 2.11 Wear the Five Ring or Circus Central clothing for all workshops.
- 2.12 Remember that whenever you are wearing Circus Central clothing you are representing the Company
- 2.13 Ensure cleanliness and personal hygiene.
- 2.14 Respect people's right to personal privacy.
- 2.15 Support children, young people and adults at risk to create a safe environment where they feel comfortable to talk about attitudes or behaviours that they do not like.

- 2.16 Avoid situations that compromise your relationship of trust with children, young people, or adults at risk.
- 2.17 Remember that someone else might misinterpret your actions, no matter how well intentioned.
- 2.18 Report accidents or incidents of alleged abuse or poor practice to the designated person.
- 2.19 Recognise that caution is required even in sensitive moments of listening such as when dealing with bullying, bereavement, abuse or mental health.
- 2.20 Adhere to the guidelines outlined in the Circus Central Anti-Bullying Policy at all times

### **3. Staff, volunteers and associates should understand that:**

- 3.1 If they are unsure of their actions and feel that they may have breached the code, they should consult with a senior member of staff.
- 3.2 Breaching the code is a serious issue and will be investigated.
- 3.3 Breaching the code may result in disciplinary action and ultimately dismissal and if it constitutes harm/ risk of harm, referral to the regulatory bodies as appropriate.

## **4. Contact with Children and Young People**

### **4.1 Standard**

All contact with children should be appropriate, necessary, and in the best interest of the child. Circus is a physically demanding activity which may require physical contact in order to ensure the safety and well-being of participants as their skills progress. Where physical spotting is required hands should be visible. It is better to intervene physically to stop injury than to keep a hands-free approach.

Parents/carers or individuals may need to be made aware of the physical nature of the activities in order to have informed consent. Communication with participants and commonsense should be used at all times to avoid misunderstanding of intention of any physical contact.

### **4.2 Practise**

#### **4.2.1 Workers should **avoid**:**

- Spending time alone with children, young people or adults at risk away from others. A worker should never be alone with a child unless they are in the sight of others.
- Take children alone on car journeys, however short. Where this is unavoidable the child should sit in the back seat behind the passenger seat. Where possible, parents or guardians should be advised before departure.
- Take children to a worker's home.
- Use physical force to remove a child unless:
  - It is for the child's safety
  - You are concerned for the safety of persons or property

4.2.2 When occasions arise where these things are unavoidable they should only occur with the full knowledge and consent of the facilitator in charge and/or the child's parents/guardians.

#### **4.2.3 Workers should **never**:**

- Engage in rough games with children.
- Engage in sexually provocative -games/contact/behaviour/discussion.
- Allow or engage in any form of inappropriate touching.

- Use corporal punishment.
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to or about a child.
- Allow an allegation made by a child to go unrecorded or unchallenged.
- Do things of a personal nature for a participant that they can do for themselves.
- Establish relationships with participants which may have sexual overtones.
- Communicate with children, young people or adults at risk via text, or social media messaging outside the parameters of work

4.2.4 Any physical contact related to spotting during circus activities is deemed appropriate where it is necessary as a safety procedure e.g. during acrobatics, equilibristics, or aerial .

4.2.5 In general workshop activities, if contact is required for skill demonstration, facilitators will ask for the participant's permission.

4.2.6 Child led contact is deemed appropriate within reason and only when it is of benefit to the child.

4.2.7 Facilitators may lift children for circus activities within the workshop, using mats and with another facilitator spotting/supporting where it is appropriate for safety procedures or skills demonstration and progression.

4.2.8 Each worker should be made aware of the 'Guidelines for Self-Protection'.

Date reviewed:

## **5. Staff and volunteer rights**

Staff, volunteers and associates have the right to:

5.1 Access on-going training and information on all aspects of leading/managing activities for young people, particularly on Safeguarding.

5.2 Support in the reporting of suspected abuse.

5.3 Access to professional support services.

5.4 Fair and equitable treatment by Circus Central /governing body/partner organisations.

5.5 Be protected from abuse by children/youths, other adult members and parents.

5.6 Not to be left vulnerable when working with children.