

St Albans Mencap

Charity number: 210073

stalbansemencap.org.uk

Behaviour code

This Behaviour Code sets clear expectations for staff and volunteers working with children, young people and vulnerable adults at St Albans Mencap Charity, aiming to protect their welfare and promote a safe, respectful environment. It complements other safeguarding and conduct policies to ensure accountability and professionalism.

Document control:

| Version: | Date approved: | By: | Review due: |
|----------|----------------|-----|-------------|
| 1.0 | | | |
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Summary of changes:

| Version: | Changes: |
|----------|---------------------------|
| 1.0 | Redrafted in current form |
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Behaviour Code for Adults Working with Children and Young People

1. Purpose and Scope

This Behaviour Code outlines the expected conduct of adults working with or on behalf of St Albans Mencap Charity. It is designed to:

- Protect children and young people from abuse and inappropriate behaviour.
- Promote a culture of respect, safety, and accountability.
- Support staff and volunteers in maintaining professional boundaries and safeguarding standards.

This policy complements our Safeguarding Policy, Staff Code of Conduct, and Personal and Intimate Care Policy.

2. Principles

- Prioritise the welfare of children and young people at all times.
- Treat all children, young people, and families with dignity and respect.
- Act as positive role models and uphold the values of the charity.
- Maintain appropriate professional boundaries in all interactions.

3. Expected Behaviour

- Listen to children and take their concerns seriously.
- Use positive and age-appropriate language and behaviour.
- Encourage children to speak openly and participate in decisions affecting them.
- Report any safeguarding concerns immediately to the Designated Safeguarding Lead (DSL).
- Follow all safeguarding procedures, including those related to online safety.

4. Unacceptable Behaviour

- Use or threaten physical punishment.
- Engage in any form of inappropriate physical contact.
- Use discriminatory, demeaning, or abusive language.
- Develop relationships with children that could be seen as exploitative or abusive.
- Share personal contact details or connect with children on social media.
- Be alone with a child in a private space unless absolutely necessary and risk-assessed.

5. Reporting and Whistleblowing

- All concerns about a child's welfare or a colleague's conduct must be reported to the DSL without delay.

- Staff and volunteers are encouraged to raise concerns without fear of reprisal, in line with our Whistleblowing Policy.

6. Compliance and Monitoring

- All staff and volunteers must read and sign this Behaviour Code before commencing work.
- Breaches of this code may result in disciplinary action, including dismissal or referral to external authorities.

7. Related Policies and Guidance

- Staff Code of Conduct Apr 2025
- Personal and Intimate Care Policy for Charity Staff Working with Children and Young People with Disabilities Apr 2025
- St Albans Mencap Safeguarding Policy January 2025
- NSPCC Example Behaviour Code for Adults

Appendix:

Child-Friendly Behaviour Code

Here's what you can expect from adults at St Albans Mencap Charity:

- Adults will always listen to you and take your worries seriously.
- They will speak kindly and treat you with respect.
- They will help you feel safe and happy.
- They won't hurt you or make you feel uncomfortable.
- They won't ask you to keep secrets that make you feel worried.
- If you feel unsafe or unsure, you can talk to a trusted adult or the Safeguarding Lead.

You have the right to feel safe, respected, and heard.

