

Southold Dance Theater

Code of Conduct

The Code of Conduct ensures that workers and volunteers are clear about how they should conduct themselves when working with children and young people. Following this Code of Conduct will reduce the likelihood of any misinterpretations of your actions.

As an organization that works with children, we are in a position of trust and responsibility and must act in accordance with this. This Code of Conduct must be followed by all Faculty members, Staff members, and Volunteers.

- **Do** treat all of those involved equally with respect and dignity. Offensive, discriminatory or aggressive behavior will not be tolerated.
- **Do** understand your role in any policies and procedures e.g. child protection, health and safety—be clear about what you should do if a concern about safety or welfare of a young person arises.
- **Do** co-operate fully with other volunteers, faculty and staff.
- **Do** consistently display high standards of behavior and appearance.
- **Do** show respect for your peers and participants, and treat them how you would want to be treated yourself.
- **Do** understand that inappropriate behavior will be followed up by the Designated Safeguarding Lead in consultation with the Local Authority Designated Officer.
- **All** allegations or disclosures on child protection issues must be reported to the authorities.
- **Do** act as a role model for young people. Your behavior may influence others.
- **Do** follow Southold Dance Theater's Photography, Video, and Social Media Policy
- **Do** remember that your behavior towards participants to whom you are in a position of trust should reflect your role. Sexual relationships with anyone under the age of 18 in your care is against the law and will be treated as an abuse of trust and will be dealt with through disciplinary procedures including being reported to local authorities.
- **Do** be vigilant of changes in behavior and inappropriate conduct in other workers and volunteers and report any such changes to your Designated Safeguarding Lead.
- **Do** remember that you are a professional and you must maintain professional boundaries with all children and parents with whom you work.

While you are working or volunteering in this organization:

- **Never** spend time alone with children out of sight of others.
- **Never** take or drop off a child alone (unless you are following agreed procedures and have agreed safeguards in place.)
- **Never** take children to your home.
- **Never** engage in rough, physical, or inappropriate games.
- **Never** allow or engage in any form of inappropriate touching or physical abuse.
- **Do not** take part in or tolerate behavior that frightens, embarrasses, or demoralizes a child or young person, or affects their self-esteem.
- **Never** make suggestive comments or jokes to a child, even in fun.
- **Do not** allow allegations made by a child to go unchallenged, unrecorded, or ignored.
- **Never** make a child cry as a form of control.
- **Do not** do things of a personal nature for children or vulnerable young people that they can do for themselves.
- **Do not** contact children or families individually via Facebook or any other social media including mobile phones.
- **Do not** make promises that you cannot keep.
- **Avoid** favoritism and special personal friendships.

This Code of Conduct protects the children and young people we work with, you as a worker or volunteer, and the organization, by reducing the risk of anyone working with us using their role to access children to cause harm.

This Code helps to identify practices that could be misinterpreted and lead to a false allegations being made.

Any breach of the Code of Conduct may lead to disciplinary action being taken.

Serious breaches will result in a referral to Police, Social Services or the Local Authority Designated Officer for investigation.

All workers or volunteers are expected to report any breach to the Designated Safeguarding Lead.

Please complete the section below to confirm that you agree to adhere to the Code of Conduct:

Name: _____ Role: _____

Date: _____

I have read the Code of Conduct and agree to follow the guidelines, and act accordingly.