

Code of Conduct for Volunteers

We are called upon to be exemplary models of moral behaviour and spiritual faith.

Volunteers are expected to adhere to the Archdiocese of Liverpool & Catholic Safeguarding Standards Agency safeguarding policies and procedures. They should be positive role models and help in building the confidence of vulnerable adults, children and young people whilst ensuring the safeguarding and protection of those they come into contact with.

Leaders and helpers are expected to:

Promote Wellbeing

- Ensure the safety of all children, young people and vulnerable adults by ensuring group sessions and home visits are safely planned and effectively supervised.
- Foster teamwork and co-operation between everybody participating in parish activities promoting trust and mutual respect.
- Discourage and stop rough or dangerous play, bullying, inappropriate language, coercion or other inappropriate behaviour.
- Treat all children, young people and vulnerable adults fairly and not show favouritism.
- Be positive and approachable whilst promoting the objectives of the group always.
- Listen sensitively and encourage communication between volunteers working with children, young people and vulnerable adults.
- Respond to concerns and report all allegations promptly and appropriately in line with diocesan and national procedures.
-

Promote Autonomy & Dignity

- Ensure the rights and responsibilities of children, young people and vulnerable adults are enforced.
- Promote the full participation and involvement of all children, young people and vulnerable adults recognizing and addressing the additional needs of some children, young people and vulnerable adults, e.g. disability.
- Constructively challenge all discrimination and encourage others to not discriminate on the grounds of age, gender, ability, social class, race, cultural background, religious beliefs, or sexual identity.
- Respect, promote and support the right of children, young people and vulnerable adults to make their own choices and decisions, provided this does not threaten the rights, safety, and legitimate interests of others.
- Respect the right of children, young people and vulnerable adults to personal privacy.
- Encourage children, young people and vulnerable adults to take responsibility for their own self-care as far as possible e.g. assistance with toileting and dressing.
- Respect and listen to the opinions of children, young people and vulnerable adults.
- Encourage children, young people and vulnerable adults to point out behaviours or attitudes that they do not like.
- Encourage children, young people and vulnerable adults to take responsibility for their own conduct.
- Ensure that sanctions do not humiliate or harm a child, young person or vulnerable adult.

- Administer first aid in the presence of others and without removing the clothing of a child, young person or vulnerable adult unless absolutely necessary.

Boundaries and Power

- Establish and maintain appropriate boundaries between pastoral care and personal lives in relationships with other volunteers, leaders, helpers, children, young people and vulnerable adults.
- Not abuse the position of trust bestowed upon you for personal benefit e.g. financial gain, sexual gratification;
- Be conscious of explicit and implicit power vested in the role of group leader, supervisor or adult helper.
- Acknowledge the limitations of time, experience, skill, and competence – know where and how to ask for support when needed.
- Deal with differences of opinion with respect.
- Work to people's strengths, and never bully, abuse, manipulate or denigrate.

Personal Conduct

- Act always in accordance with the core values of the Catholic faith and Archdiocese of Liverpool to ensure that their behaviour does not bring the church or diocese into disrepute.
- Provide an example you would wish others to follow.
- Work in a way that is honest, reliable, and transparent, never seeking to deceive or manipulate.
- Refrain from using blasphemous, violent, discriminatory, racist, sexist or offensive language and behaviour.
- Refrain from smoking, vaping, and consuming alcohol whilst on duty, drug taking is strictly prohibited.
- Seek help to address issues such as addictions to alcohol, prescribed medicine, other substances, gambling, and so on where these matters affect you.
- Not engage in any form of sexual relations (including verbal banter, flirtation, using one's gaze to signal attraction, etc.) with children, young people, young helpers, vulnerable adults or adults in aspect of your role, especially those you have supervisory or leadership role with.

Any breaches of the Code of Conduct will be addressed by the parish priest/group leader. More serious or persistent breaches may result in formal action being taken to address the concerns and could result in you being removed from your volunteer roles. All concerns or allegations in relation to the abuse of a child or adult at risk will be dealt with using the diocesan and national safeguarding policy and procedures in relation to the management of allegations and concerns.

I have read and understood the Code of Conduct and agree to abide by it.

Name of volunteer: _____

Signature of volunteer: _____ Date of signature: _____

Name of parish priest/group leader: _____

Signature of parish priest/group leader: _____ Date of signature: _____

Two copies of this form should be made one retained by the volunteer and the other sent to the safeguarding section.