



Home-JEP Code of Conduct Agreement

At JEP Youth Engagement, we want every young person to feel safe, respected and able to make the most of their placement. This agreement sets out the expectations we have for young people while attending a JEP Provision, taking part in community-based sessions or attending trips, activities and visits.

Our approach to behaviour is based on The JEP Way. We recognise positive choices, effort and engagement and work with young people to help them understand expectations, take responsibility for their actions and make positive choices.

By accepting a placement with JEP, young people and their parents/carers agree to work with us to support these expectations.

1. Respect and Behaviour

We expect young people to:

- Treat other young people, JEP staff, visitors, venue staff and members of the public with respect
- Follow reasonable instructions from JEP staff and, when taking part in an external activity, instructions given by venue or activity staff
- Respect JEP buildings, equipment, vehicles and the property of others
- Use appropriate language and communicate respectfully with others
- Make positive choices and engage with staff when support is offered
- Behave appropriately when representing JEP within the community, on trips and at external venues
- Work with staff to resolve difficulties and take part in restorative conversations where appropriate

We understand that young people will not always get things right. Where difficulties arise, our first approach is to work with the young person, understand what has happened and support them to make a better choice moving forward.

2. The JEP Way

The JEP Way is used across our Provisions to recognise and monitor positive behaviour, effort and engagement. Throughout each day, young people receive a JEP Way score representing the behaviour and engagement they display during each lesson or activity. These scores allow young people to receive regular feedback, recognise their own progress and understand how the choices they make contribute to their placement.



Positive JEP Way scores also contribute towards JEP's wider recognition and rewards programme.

We ask parents and carers to support The JEP Way by reinforcing positive choices at home and working alongside JEP where additional support is needed.

3. Electronic Devices

To help maintain a safe and focused environment, young people are not permitted to use personal electronic devices during the JEP day.

Young people are expected to hand in their electronic devices when they arrive at a JEP Provision. Devices are stored securely and returned when the young person leaves.

A device being seen, heard or used during the JEP day will be treated as a breach of JEP's Behaviour Policy. We ask parents and carers to support this expectation and, where they need to contact their young person during the day, to do so through JEP staff.

4. Smoking and Vaping

All JEP sites are ***smoke and vape free***.

Young people must not smoke or vape within any JEP Provision or during JEP sessions, activities and trips.

Where a young person is found with cigarettes or a vaping device, these will be dealt with in accordance with JEP's Behaviour Policy. Parents/carers may be contacted where appropriate.

5. Alcohol, Drugs, Weapons and Prohibited Items

Young people must not bring alcohol, illegal substances, weapons or other prohibited or unsafe items onto a JEP site, into a JEP vehicle or to any JEP activity, trip or visit.

Where JEP has identified a specific risk relating to a young person carrying or concealing a weapon, an individual risk assessment may be put in place. This can include JEP's safe search and wandling procedures.

Any search will be carried out sensitively, discreetly and in line with JEP's safeguarding procedures.

6. Trips, Activities and Community Sessions

JEP provides young people with opportunities to take part in a wide range of activities both within our Provisions and out in the community.

When attending an external activity, young people are representing both themselves and JEP. We therefore expect the same standards of behaviour that apply within our Provisions.

Young people must:

- Remain with their allocated staff member or group unless instructed otherwise
- Follow safety instructions provided by JEP staff or activity providers
- Behave respectfully towards members of the public, venue staff and other visitors
- Use equipment and facilities appropriately
- Wear clothing and footwear suitable for the activity
- Follow any additional safety requirements associated with the venue or activity
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Where behaviour creates a significant safety concern or prevents an activity from continuing safely, JEP may need to remove the young person from the activity or make arrangements for them to return to a JEP Provision or home.

7. When Things Go Wrong

JEP's approach is based on the understanding that there are no 'bad' young people, only poor choices.

Where behaviour falls below expectations, staff will use The JEP Way and our Four Pillars of Behaviour to help the young person get back on track. This may include positive framing, de-escalation strategies, time and space to regulate and restorative conversations.

For more serious incidents, JEP will consider the individual circumstances, the level of risk and the needs of the young person before deciding what action is required. Parents/carers and the young person's commissioning organisation or home school will be informed where appropriate.

In exceptional circumstances, where there has been an extreme incident, a young person may be suspended from JEP. Any decision to suspend will be made in line with JEP's Behaviour Policy and followed by appropriate communication and planning around next steps.



8. Working Together

A successful placement works best when JEP, the young person, parents/carers and the professionals supporting them work together.

JEP will:

- Provide a safe, supportive and respectful environment
- Set clear and consistent expectations
- Recognise positive behaviour, effort and progress
- Listen to young people and provide opportunities for a fresh start
- Communicate with parents/carers and relevant professionals where concerns arise
- Work with young people to understand and overcome barriers to positive engagement

Young people will:

- Treat others with respect
- Follow The JEP Way and the expectations within this agreement
- Engage positively with their placement
- Follow reasonable instructions from staff
- Look after JEP facilities, equipment and the wider community
- Work with staff to resolve difficulties when they arise

Parents and carers will:

- Support their young person to attend and engage with their JEP placement
- Support JEP's expectations around behaviour and electronic devices
- Maintain communication with JEP
- Work alongside JEP where concerns or barriers arise
- Encourage and recognise positive progress

Agreement

By signing below, we confirm that we have read and understood the Home-JEP Code of Conduct Agreement and agree to work together to support a safe, positive and successful placement.

Young Person: _____

Signed: _____

Date: _____

Parent/Carer: _____

Signed: _____

Date: _____