

PYRAMID MENTORING

Behaviour Policy

Purpose and scope

This behaviour policy is there to make sure everyone who works for or takes part in Pyramid Mentoring's activities knows what is expected of them and feels safe, respected and valued. It outlines the conduct that Pyramid Mentoring expects from both our staff and clients. This behaviour policy is there to help us to protect children, young people and vulnerable adults from abuse.

Pyramid Mentoring must make sure that everyone taking part in our activities has seen, understood and agreed to follow the code of behaviour, and that they understand what will happen if there is inappropriate behaviour.

Code of Behaviour for Children, Young people and adults Receiving Mentoring

This policy should be read alongside:

Anti-bullying
Absconding
Absence
Complaints
Safeguarding

We expect people who take part in our services to display appropriate behaviour at all times. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

This code of behaviour aims to:

- identify acceptable and unacceptable behaviour
- encourage cooperation, honesty, fairness and respect create an environment where your self-esteem, self-respect and self-confidence will grow
- encourage you to recognise and respect the rights of others • encourage you to take responsibility for your own behaviour
- help resolve conflicts and make it clear what will happen if you decide not to follow the code. Dos and don'ts for children and young people

You should:

- be supportive and kind to others
- be friendly

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- listen to others
- be helpful
- have good manners
- treat everyone with respect
- take responsibility for your own behaviour
- talk to your mentor about anything that worries or concerns you
- follow this code of behaviour and other rules (including the law)

You shouldn't:

- be disrespectful to anyone else
- bully other people (online or offline)
- behave in a way that could be intimidating
- be abusive towards anyone.

What happens if I do not to follow the code of behaviour?

This code of behaviour is part of our process for making sure everyone who takes part in our activities gets the support they need.

If you behave in a way that doesn't follow our behaviour code, our staff or volunteers will remind you about it and ask you to change your behaviour. This gives you the chance to think and to plan how you could behave differently, with support from staff and/or volunteers.

If you continue not to follow the code of behaviour after your first reminder, or if your behaviour is more serious, your mentor may inform your school, parents/carers or for adults, social services if appropriate.

They will also talk with you about what happened and agree what support you need to improve your behaviour in the future.

If the support we have put in place isn't helping you to change your behaviour, we might need to talk with you and your school, parents/carers or for adults, social services about other services that might be more able to give you the support you need.

Child protection and Safeguarding procedures

If any member of staff or volunteer becomes concerned that your behaviour suggests you might be in need of protection or that you might present a risk of harm to (other) children and young people, they will follow our safeguarding procedures. This might involve making a referral to the local authority. If safeguarding procedures are necessary we will talk this through with you as soon as possible, unless doing so would put you in danger or interfere with a police investigation.

Code of behaviour for staff /volunteers/contractors

This policy should be read alongside:

Anti-bullying

Absconding

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Absence
Complaints
Safeguarding
Social Media
Lone Working
Whistleblowing
Disciplinary
Staff Code of Conduct

In your role at Pyramid Mentoring you are acting in a position of trust and authority and have a duty of care towards the children, young people and vulnerable adults we work with. You are acting as a role model and are expected to act appropriately. We expect people who represent Pyramid Mentoring to display appropriate behaviour at all times. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

You are responsible for:

- prioritising the welfare of children, young people and vulnerable adults
- providing a safe environment for children, young people and vulnerable adults
- having good awareness of issues to do with safeguarding and child protection and taking action when appropriate.
- following our principles, policies and procedures including our policies and procedures for safeguarding and child protection, whistleblowing and online safety
- staying within the law at all times
- modelling good behaviour for children and young people to follow
- challenging all inappropriate behaviour and reporting any breaches of the behaviour code to your line manager
- reporting all concerns about abusive behaviour, following our safeguarding and child protection procedures -this includes inappropriate behaviour displayed by an adult or child and directed at anybody of any age.

You should:

- listen to and respect children, young people and vulnerable adults at all times
- value and take their contributions seriously, actively involving them in planning their support wherever possible
- respect a person's right to personal privacy as far as possible - if you need to break confidentiality in order to follow safeguarding and child protection procedures, it is important to explain this to the child, young person or vulnerable at the earliest opportunity unless you thought it would put them at greater risk in doing so.

You should:

- treat children, young people and vulnerable adults fairly and without prejudice or discrimination
- understand that children, young people and vulnerable adults are individuals with individual needs
- respect differences in gender, sexual orientation, culture, race, ethnicity, disability and religious belief systems, and appreciate that all participants bring something valuable and different to the group/organisation
- challenge discrimination and prejudice
- encourage children, young people and adults to speak out about attitudes or behaviour that makes them uncomfortable.

You should:

- promote relationships that are based on openness, honesty, trust and respect

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- avoid showing favouritism
- be patient with others
- exercise caution when you are discussing sensitive issues with children, young people and vulnerable adults
- ensure your contact with children, young people and vulnerable adults is appropriate and relevant to the nature of the activity you are involved in

Inappropriate behaviour

When working with children, young people and vulnerable adults, you must not:

- allow concerns or allegations to go unreported
- take unnecessary risks
- smoke, consume alcohol or use illegal substances
- develop inappropriate relationships with them
- make inappropriate promises
- engage in behaviour that is in any way abusive including having any form of sexual contact with them
- have contact with them via a personal social media account
- act in a way that can be perceived as threatening or intrusive
- patronise or belittle them
- make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of them

Upholding this code of behaviour

You should always follow this code of behaviour and never rely on your reputation or that of our organisation to protect you.

If you have behaved inappropriately, you will be subject to our disciplinary procedures.

Depending on the seriousness of the situation we might also make a report to statutory agencies such as the police and/or the local authority. If you become aware of any breaches of this code, you must report them to your line manager. If necessary, you should follow our whistleblowing procedure and safeguarding and child protection procedures