



## **Code of Conduct for Employees Working with Children and Young People & Children and Young People Working with Turn2 Mentoring**

Date Created	03.02.2025
Date Approved	04.02.2025
Owner	Turn2 Mentoring
Gate Keeper	Business Development Manager

### **1. Purpose**

This Code of Conduct outlines the expected behaviour of employees when working with children and young people. It aims to ensure a safe, respectful, and supportive environment, protecting the welfare of children and upholding professional standards.

### **2. Scope**

This policy applies to all employees, volunteers, and contractors who interact with children and young people within Turn2 Mentoring's services or activities.

### **3. Key Principles**

- Always act in the best interests of the child or young person.
- Treat all children and young people with respect and dignity.
- Maintain appropriate professional boundaries at all times.
- Promote a culture of safety, openness, and accountability.

### **4. Expected Behaviour**

Employees must:

- Adhere to all child protection policies and procedures.
- Ensure interactions are appropriate and free from any form of exploitation, abuse, harassment, or bullying.
- Report any concerns regarding the safety or well-being of a child to the Designated Safeguarding Officer immediately.
- Use appropriate language and behaviour when communicating with children and young people.
- Refrain from using inappropriate language, including swearing or derogatory remarks.
- Avoid making fun of, mocking, or belittling any child or young person.
- Ensure no passing comments are made that could make a child or young person feel worthless.
- Maintain confidentiality while ensuring the appropriate sharing of concerns with authorised personnel.
- Abstain from the use of drugs, alcohol, or vaping while on duty or in the presence of children and young people.

## **5. Prohibited Conduct**

Employees must not:

- Engage in any form of physical, emotional, or sexual abuse.
- Develop inappropriate relationships or friendships with children, young people, or their families.
- Use their position to manipulate, exploit, or intimidate a child or young person.
- Give personal contact details to children or engage in private social media interactions with them. Telephone interactions with CYP under the age of 16 will need to be conducted via parent or guardian.
- Engage in behaviour that could be misinterpreted as inappropriate, including favouritism or unnecessary physical contact.
- Use drugs, alcohol, smoke or vape while on duty or in the presence of children and young people.
- Use inappropriate language, swear, make fun of, or belittle a child or young person in any way.

## **6. Expectations of Children and Young People Towards Staff**

Children and young people are expected to:

- Treat staff with respect and follow Turn2 Mentoring rules.
- Communicate in a respectful and appropriate manner.
- Report any concerns regarding their safety or well-being to a trusted adult or Safeguarding Officer.
- Follow guidelines set out for their own safety and the safety of others.
- Cooperate with staff and respect boundaries set for their protection.
- Understand that if staff believe they are under the influence of drugs or alcohol, the session will not be conducted.
- Not be in possession of any weapon. Any incidents involving weapons will be reported appropriately to ensure the safety of all individuals.
- Failure to comply may result in mentoring services being terminated.

## **7. Reporting and Accountability**

- Employees must report any breaches of this Code of Conduct to the Designated Safeguarding Officer.
- Any allegations of misconduct will be investigated thoroughly and may result in disciplinary action, including termination and legal action where applicable.
- Employees are expected to cooperate fully in any safeguarding investigations.

## **8. Training and Compliance**

- All employees will undergo safeguarding training and regular updates on child protection policies.
- Compliance with this Code of Conduct is mandatory, and failure to adhere to it may result in disciplinary measures.

## 9. Supporting Policies and Initiatives

- This policy supports the *Keeping Bristol Safe* initiative.
- Any concerns regarding knife crime or possession of weapons will be referred to *Avon and Somerset Police* to protect individuals and the wider community.

## 10. Acknowledgment

All employees must acknowledge their understanding and commitment to this Code of Conduct upon hiring and as part of regular compliance training.

**10.1** All Children and Young People referred to Turn2 Mentoring must acknowledge their understanding and commitment to this Code of Conduct, failure to comply will result in termination of services.

---

**Effective Date:**

**Approved By:**

**Review Date:**

**For further clarification or concerns, please contact the Designated Safeguarding Officer.**

**Natalie Davies: Designated Safeguarding Officer [ndavies@turn2mentoring.co.uk](mailto:ndavies@turn2mentoring.co.uk)**

**Angela Lockhart-Dibble: Deputy Safeguarding Officer:  
[Angilockhart@turn2mentoring.co.uk](mailto:Angilockhart@turn2mentoring.co.uk)**

**Jamie Lockhart-Dibble: Deputy Safeguarding Officer: [jlock@turn2mentoring.co.uk](mailto:jlock@turn2mentoring.co.uk)**