

## VOLUNTARY ACTION SHETLAND - SHETLAND BEFRIENDING SCHEME

### CODE OF CONDUCT

#### YOUNG PERSONS 7 – 15 YEARS

In line with Voluntary Action Shetland's Health and Safety Policy, Shetland Befriending Scheme aims to provide a quality service to young people aged 7-15 years who would benefit greatly from having a volunteer befriender, in a safe, secure and relaxed environment.

A referral agent will initially complete a referral form on behalf of the young person with the consent of the young person and their parents/guardians and send into the scheme. All young persons involved are required to fill in a form regarding their interests and hobbies at the referral point. The parents/guardians must complete a parental consent form alongside completing an activity risk assessment form with scheme staff prior to the first initial meeting with the volunteer.

There are certain responsibilities the scheme asks all young people to agree to and follow whilst on the scheme. These are:

- To agree to stay with the volunteer at all times and abide by their authority
- To agree not to participate in sexist, racist or other discriminatory behaviour whilst taking part in the befriending Scheme. This includes not participating in racist or sexist jokes or language
- To agree to not to act in a violent or aggressive manner towards volunteers, staff or members of the public whilst you are part of the scheme
- To agree to not to attend meetings with the volunteer under the influence of alcohol or illegal drugs or substances
- To recognise that the volunteer is not a paid member of staff but is giving up their time freely to meet with you. To respect this please do not ask them to lend you money, cigarettes or do other favours
- To agree with your volunteer, at the end of each meeting, a time and place for your next meeting. To contact your volunteer if, for whatever reason, you are unable to meet with them
- To only contact your volunteer out with your meeting times to arrange or re-arrange your meetings
- To agree to take part in discussions with the scheme staff from time to time to enable us to make sure that everything is working out alright for you

Any young person who parts company from the volunteer without consent when out on a meeting and does not return, the volunteer will inform the young person's parents/guardians as soon as possible, or report to the police and report it to the scheme staff, to whom will discuss with referral agency and parents/guardians of the young person.

Any young person whom is meeting with the volunteer and is under the influence of alcohol or illicit drugs, the meeting will terminate, the young person taken home, and the incident will be directly reported to the scheme staff who will then discuss with the referral agency, and parents/guardians of the young person.

In the event of any violence occurring from the young person throughout the meeting towards the volunteer or a member of the public, it will be brought to the attention of the police and appropriate charges will be brought against the young person. Appropriate bodies will be informed of the incident.

Should a volunteer arrive at a meeting under the influence of alcohol of illicit substances, the young person and parents/guardians must not continue with the meeting and report it to the scheme staff. Appropriate action will take place.

Failure to comply with this code of conduct or any abuse of the Shetland Befriending Scheme will result in young person being withdrawn from the scheme completely. All young persons involved in the scheme are therefore expected to abide by this code of conduct.