

	POLICY	Document Number: SGPo02
	CODE OF ETHICS AND CONDUCT	Version number: 4 Updated: October 2023 Next Review Date: October 2024

v.	Latest Amendment Details	Authorised by
4	Code of Ethics and Conduct separated into different categories	Assistant Director - HR

1. Code of Ethics

The Youth Sport Trust's (YST) Code of Ethics and accompanying Codes of Conduct provides the standards of behaviour expected of everyone involved with the charity. They should be read in conjunction and apply to everyone taking part in YST activities/events whether you are a participant or working in a paid or voluntary role with children, young people and/or adults.

Everyone involved in YST activities/events has a responsibility for setting the standards of conduct, behaviour and treating everyone with dignity, respect, sensitivity and fairness. This code allows YST to uphold its values of trust, integrity, responsibility, inclusion, courage, and collaboration across all areas of our work.

Everyone involved in YST is encouraged to play their part in ensuring all aspects of our work is inclusive and welcoming for all. We are committed to ensuring that everyone can participate in our activities and events in a safe and enjoyable environment and be protected from harm.

Under our Code of Ethics, we expect everyone involved in YST activities and events to:

1. Adhere to the [YST Children and Young People Safeguarding Policy and Procedures](#).
2. Ensure that safeguarding and promoting the welfare of children and young people is at the heart of what we do.
3. Adhere to the [YST Adult Safeguarding Policy](#).
4. Report all concerns in accordance with the YST Safeguarding Children and Young People Policy and Procedures and the Safeguarding Adults Policy.
5. Respect the rights, dignity and worth of every person, be they adult or child, treating everyone equally in accordance with the [YST Equality and Diversity Policy](#).
6. Adhere to the [YST Data Protection Policy](#)
7. Adhere to the policies and procedures applicable to your role, including [Social Media](#), [Anti-Bullying](#) and [Whistleblowing](#) Policy.
8. Adhere to the Policies and Rules of any venue hosting a Youth Sport Trust activity or event.
9. Always report concerns of poor practice, inappropriate or abusive conduct or language, inappropriate relationships, bullying, harassment, discrimination, and any other behaviours / conduct that has or may harm others.
10. Promote the values of YST and never behave or encourage or condone others to behave in a manner that is liable to bring the charity into disrepute.

If you are the subject of or have witnessed unacceptable behaviour, please immediately notify a Youth Sport Trust staff member or volunteer. Alternatively, you can call YST Safeguarding Team on 01509 462963 or e-mail at safeguarding@youthsporttrust.org.

Failure to comply with the Code of Ethics may result in you being withdrawn and sent home from a YST activity /event. You may also be subject to disciplinary action which could jeopardise your participation at future YST activities and events.

1. Code of Conduct for PARTICIPANTS attending Youth Sport Trust activities and events

YST is committed to the highest standards of behaviour. Everyone participating in YST activities and events must agree to these standards of behaviour. For participants under the age of 18 we ask parents/carers to ensure their child understands this Code of Conduct.

As a participant at a Youth Sport Trust activity/event we expect you to:

1. Treat all other participants and staff with the respect, consideration, and fairness that you would like them to show you.
2. Respect and care for the venue environment and equipment as if they were your own.
3. Make the activity/event a fun, happy, friendly, and welcoming place to be.
4. Be an excellent role model, building and promoting relationships with others at the activity/event that are based on openness, honesty, trust, and respect.
5. Respect and celebrate difference and never discriminate against anyone else on the grounds of gender, race, sexual orientation, ability, or any other difference.
6. Respect the right to personal privacy of everyone at the activity/event.
7. Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by YST.
8. Report any incidents or concerns about unacceptable behaviour or conduct immediately to a member of staff, even if you are just a witness.
9. Take all reasonable steps to protect your own safety, the safety of others and tell a member of staff immediately if you have concerns.
10. Agree to wear your accreditation (outside your clothing) and official activity/event clothing for the duration of the activity/event, if applicable.
11. Agree to adhere to the smoking, vaping and alcohol policy for the activity, event and venue.
12. Agree to not supply or consume illegal and / or performance enhancing drugs at any time for the duration of the activity/event.
13. Agree to not engage in sexual activity at any time for the duration of the activity/event.
14. Agree to keep your mobile phone switched off during the activity/event unless invited by staff to use it as part of the activity.
15. Agree to not take photographs or footage of others at the activity/event if they do not give their permission.
16. Agree to ensure that your use of any social networking sites promotes positive images and content regarding the activity /event and YST.
17. Agree to not leave the activity/event at any time, unless as part of the organised activity/event or by agreement in advance. YST are required to know who is on site at all times for fire safety.
18. Agree to not leave the designated accommodation at residential events unless specifically directed by staff. YST are required to know who is on site at all times for fire safety.
19. Agree to not enter any accommodation areas/rooms other than your own at residential events.
20. In the event of an emergency immediately follow instructions from staff/emergency services.

It is important that you follow this Code of Conduct during your time with YST. If you have any questions, please contact us so we can go through it with you to ensure you understand what it means to you.

Any breaches of this Code of Conduct may result in you being withdrawn and sent home from the activity/event. You may also be subject to disciplinary action which could jeopardise your participation at future Youth Sport Trust activities and events.

2. Code of Conduct for STAFF at Youth Sport Trust activities and events

This code of conduct applies to all staff in a paid or voluntary role at YST activities or events.

As a member of staff (including volunteers), we expect you to:

1. Treat all other participants and staff with the respect, consideration, and fairness that you would like them to show you.
2. Be a positive role model, building and promoting relationships with colleagues and children, young people and adults at the activity/event that are based on openness, honesty, trust, and respect.
3. Challenge and never condone the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others at YST activities/events.
4. Champion everyone's right to take part and celebrate difference and never discriminate against anyone else on the grounds of gender, race, sexual orientation, ability, or any other difference.
5. Read and ensure you understand the Safeguarding Plan before the activity/event and act in accordance with the plan throughout the duration of the activity/event.
6. Understand your role and your required attendance at the activity/event including arrival and departure times and allocated accommodation if applicable.
7. Wear your accreditation (outside your clothing) and official activity/event clothing for the duration of the activity/event including whilst at the accommodation/ hotel for residential events, if applicable.
8. Respect your position of trust and maintain appropriate boundaries and relationships with children, young people, and adults.
9. Agree to adhere to the smoking, vaping and alcohol policy for the activity, event and venue.
10. Agree to not supply or consume illegal and / or performance enhancing drugs at any time for the duration of the activity/event.
11. Listen to any concerns from children, young people and/or adults. Stay calm and do not make assumptions, judgements or make promises.
12. Respond and report any safeguarding, welfare and/or poor practice concerns about a child, young person, or adult in accordance with the reporting procedures in the Safeguarding Plan ensuring confidentiality at all times.
13. Support and work together with the Designated Safeguarding Leads and Teams for the duration of the activity and event.
14. Ensure activities are appropriate for the age, maturity and ability of the children, young people and adults taking part. Ensure any equipment required is accessible and fit to use.
15. Uphold the policies, procedures, and regulations of YST in relation to your role at an activity or event.

I understand that any breaches of this Code of Conduct may result in disciplinary action being taken against me under the YST Disciplinary procedure.