

## Children and Young People Code of Behaviour

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| <b>Version:</b>                 | 2.0   |
| <b>Date approved:</b>           | 26/02/2026  |
| <b>Approved by:</b>             | Board of Trustees   |
| <b>Date of previous update:</b> | 18/04/2024  |
| <b>Period for review:</b>       | Annually  |
| <b>Policy Scope:</b>            | Organisation wide   |
| <b>History of changes:</b>      | <ul style="list-style-type: none"><li>- 26/02/26 In Dos and Don'ts: added bullet point re. Image consent</li><li>- Removed one week from third strike</li><li>- Add Charter as Appendix 1</li></ul> |

### 1. Why we have a behaviour code?

This code of behaviour is there to make sure everyone who takes part in Hungerford Youth & Community Centres (HYCC) activities knows what is expected of them and feels safe, respected and valued.

HYCC 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.

We expect young people to always display appropriate behaviour whilst taking part in HYCC activities. This includes behaviour that takes place outside our organisation and behaviour that takes place online – if it impacts HYCC members, staff and/or volunteers.

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.

### 2. Dos and don'ts for children and young people

- I will always try to have fun and allow others to have fun

- I will be kind to everyone
- I will treat others how I would like to be treated
- I will treat everybody with respect and value differences
- I will behave responsibly
- I will listen to adults when they are talking
- I will listen to others
- I will not swear
- I will not hit, spit or hurt anyone
- I will not use offensive or hateful speech – including online - at youth club
- I will not damage property
- I will not use violence or discrimination, including online
- I will not take/share images or videos of people at HYCC without their consent

### **3. What happens if I do not 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.

For anyone who breaks this code of conduct we apply a three-strike rule as follows:

#### **3.1 *Strike One - Minor incident***

If you behave in a way that doesn't follow our behaviour code, our staff or volunteers will provide a verbal warning, reminding 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.

This will be your first strike.

#### **3.2 *Strike Two - Formal warning***

If you continue not to follow the code of behaviour after your first strike, or if your behaviour is more serious, you will be given a formal warning by the person running your activity.

They will make a record about what happened during the session and may inform your parents or carers. They will also talk with you about what happened and agree what support you need to improve your behaviour in the future.

We might also decide that further steps should be taken, such as restricting you from taking part in some activities.

This will be your second strike.

#### **3.3 *Strike Three – Serious or ongoing***

If the support we have put in place isn't helping you to change your behaviour, you will be given a third strike which will involve a ban from the youth club. This will be recorded and we'll inform your parents or carers.

We will also talk with you and your parents or carers about what additional support you might need to improve your behaviour, in order to potentially return to the youth club, after the ban has come to an end.

#### 4. The role of parents and carers

We see parents and carers as important in encouraging positive behaviour and will involve them as appropriate. We will always inform and involve your parents or carers if you receive a formal warning about your behaviour, unless doing so would put you in danger.

Appendix 1:

## CODE OF CONDUCT



I will always try to have fun and allow others to have fun



I will be kind to everyone



I will treat others how I would like to be treated



I will listen to others



I will treat everybody with respect and value differences



I will behave responsibly



I will listen to adults when they are talking



I will not swear



I will not hit, spit or hurt anyone



I will not use offensive or hateful speech – including online – at youth club



I will not damage property



I will not take/share images or videos of people at HYCC without their consent

HYCC welcomes all regardless of race, gender, disability or sexuality. Hate speech, violence and discrimination will not be tolerated during sessions or outside of youth club. This includes on social media.

#### What happens if you break the code of conduct?

You will get three strikes:

- 1) Verbal warning from a member of staff.
- 2) A member of staff may contact your parent/guardian.
- 3) Your parent/guardian will be called. You will be asked to leave the youth club and will receive a ban.