

Behaviour Codes for OmniArts GB

This policy covers any and all work carried out by OmniArts GB including but not limited to: group sessions, mentoring, peer chats, and workshops. This policy applies to anyone working for or with OmniArts GB, including but not limited to: students, clients, paid staff, contractors and volunteers.

Key details

Policy prepared by: Becki Short
Policy became operational on: May 2021
Next review date: May 2022

Purpose

These behaviour codes are a framework for anyone working for or with OmniArts GB – staff and students - to understand our expectations of them.

The primary aims of these codes are to:

- help protect anyone (particularly children and vulnerable adults) from discrimination or abuse
- make sure everyone who works with or receives services from OmniArts GB knows what is expected of them and feels safe, respected and valued

Intersectionality

We specifically acknowledge that behaviour codes traditionally discriminate against marginalised people, particularly those who are neurodivergent, disabled, and/or not white. As a company we are committed to equity for everyone, and we know that this requires acknowledging how a person's intersectional identities impact their experiences and behaviours.

All our policies are created and implemented with this in mind, and an overall aim of justice for all – meaning we understand that in some situations, different and/or more resources are going to be required for some people than others.

We see all people we work with as individuals, not a statistic, and if we find a policy that we have unintentionally discriminates against someone, we review and update it as soon as we are able.

We are committed to engaging in ongoing anti-bias learning and being actively anti-racist, anti-ableist, anti-sexist, anti-queerphobic, anti-fatphobic and anti-discriminatory.

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Behaviour Codes For Staff (Practitioners, volunteers, and anyone else working for or with OmniArts GB)

Responsibility

Practitioners, volunteers, and anyone else working for/with us are responsible for:

- prioritising the welfare of children, vulnerable adults, and marginalised people
- providing a safe environment for all students and staff including:
 - ensuring equipment is used safely and for its intended purpose
 - having good awareness of issues to do with safeguarding and child protection/vulnerable adult protection and what actions to take when appropriate
- following all policies and procedures
- modelling appropriate behaviour for students in any spaces you interact with them (in person and online)
- challenging all unacceptable behaviour and reporting any breaches of any policy
- reporting all concerns about abusive behaviour, following our safeguarding policy and child protection and vulnerable adult procedures - this includes behaviour being displayed by an adult or child and directed at anybody of any age

Rights

Practitioners, volunteers, and anyone else working for/with us should:

- be engaged in ongoing anti-bias awareness/learning, and implementing this in their work
- treat everyone fairly, without prejudice or discrimination, and with awareness of how the intersection of different identities can impact how an individual experiences the world
- understand that every individual has different needs
- respect differences in gender, sexual orientation, culture, race, ethnicity, disability, neurodivergency and religious belief systems
- challenge discrimination and prejudice
- encourage everyone to speak out about attitudes or behaviour that make them uncomfortable

Relationships

Practitioners, volunteers, and anyone else working for/with us should:

- promote relationships that are based on openness, honesty, trust and respect
- avoid favouritism
- be patient with others
- exercise caution when discussing sensitive issues with children or young people
- ensure contact with children and vulnerable adults is appropriate, relevant to the work and with fully informed consent from all parties
- ensure that if a situation arises where only one adult is present during activities with groups of children and/or vulnerable adults that they have appropriate safeguarding training and checks (eg DBS)
- ensure other appropriate adults know where they are if a child or vulnerable adult specifically asks for or needs some individual time with them
- only provide personal care in an emergency and make sure there is more than one appropriate adult present if possible, unless it has been agreed that the provision of personal care is part of your role and you have been trained to do this safely

Respect

Practitioners, volunteers, and anyone else working for/with us should:

- listen to, value and take all people's contributions seriously, actively involving them in planning activities and work wherever possible
- respect people's right to personal privacy as much as possible. If confidentiality needs to be broken in order to follow child protection and vulnerable adult procedures, it is important to explain this to the person at the earliest opportunity

Unacceptable Behaviour

Practitioners, volunteers, and anyone else working for/with us must **not**:

- allow concerns or allegations to go unreported
- take unnecessary risks
- smoke, consume alcohol or use illegal substances while working
- develop inappropriate relationships with children or vulnerable adults
- make inappropriate promises to children or vulnerable adults
- engage in behaviour that is in any way abusive, including having any form of sexual contact with a child or young person
- act in a way that can be perceived as threatening or intrusive
- patronise or belittle anyone
- make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children or vulnerable adults

Upholding This Code of Behaviour

Practitioners, volunteers, and anyone else working for/with us should always follow this code of behaviour. Inappropriate behaviour will be subject to disciplinary procedures. Depending on the seriousness of the situation, ties with the person may be terminated. A report to statutory agencies such as the local authority child protection services may also be made. If anyone becomes aware of any breaches of this code, they must be reported to Becki Short.

Behaviour Codes For Students

Basic Principles

This code of behaviour aims to:

- 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 as well as your own
- encourage you to take responsibility for your own behaviour
- help resolve conflicts

You are asked to:

- be inquisitive, ask questions, suggest ideas, and share your thoughts if/when you want to
- listen to other people's ideas, thoughts and questions
- talk to us about anything that worries or concerns you
- treat others with kindness
- take responsibility for your actions
- be yourself (we understand it is often a gradual process in any situation to feel comfortable doing this, and people's understanding of themselves is constantly evolving. We welcome you as you are, and as you grow)
- be aware of the people around you, and your surroundings, and act in a way that doesn't endanger yourself or others

You shouldn't:

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

We (OmniArts) will always do our best to:

- provide a space for you to learn and grow in a way that suits you best
- listen to you, and make changes where needed to better support you

You can see the behaviour codes that all staff are expected to follow further up in this document too.

What happens if your behaviour is disruptive, disrespectful, or dangerous?

These codes are guidelines for overall expectations of behaviour, and not hard rules with specific situations as examples. Because of this, we understand that it is possible for anyone to find they have behaved in a way that may have inadvertently fallen outside of the expectations laid out in this document, especially in new situations to them.

We believe that in most cases, behaviour which falls outside of these guidelines happens due to one or more of the following reasons:

- an attempt to communicate a need that isn't being fulfilled
- a lack of knowledge or/and understanding of a subject or situation
- an automatic (subconscious) reaction because of past experiences
- miscommunication or/and misinterpretation

Because of this, we do not have a step-by-step/escalation of consequences for “bad behaviour”. Instead, we take an educational and exploratory approach, which allows the person to understand and grow from the situation, and us to understand how we can support everyone better.

Our approach has two parts, which are laid out below. For both of the approaches below, a record of any incidents and discussions will be kept by OmniArts GB when deemed relevant. These records will generally only be for internal company use. The exception to this is if an OmniArts staff member feels there is a safeguarding reason that the details should be shared elsewhere. In this situation, we will follow our safeguarding policy and procedures.

1. For Individual/Isolated Incidents

We will make you aware of what you are doing that means your behaviour falls outside of these behaviour codes. We will usually have a small discussion with you (either before, after, or during a break in a session you attend) about why you acted that way, and explore if there is any support we are not providing that would be helpful for you.

This discussion gives us all the chance to:

- understand why your behaviour falls outside of these guidelines
- explore if there is a reason for what you did
- make amends if relevant
- find better ways to support you

2. Ongoing and/or Purposeful Incidents

If you have shown consistently that you are not able to conduct yourself in a way that aligns with these behaviour codes, you will be invited to have a conversation with any relevant practitioners and Becki Short, outside of the time of any session(s) you attend.

This will be a chance to:

- discuss your understanding of the expectations laid out in this document, and how they relate to your behaviour in various incidents
- explore if there is an underlying/ongoing issue that needs to be addressed (either in sessions, or for you personally)
- discuss and create a plan for how best to support you going forward, either with our company, or/and if we feel it is relevant, with referring you to other services to better provide you with support you need

Safeguarding Procedures

If any of our staff become concerned that your behaviour suggests you may be in need of protection or that you may present a risk of harm to other people, they will follow our child and vulnerable adult protection policy and procedures. This may involve making a referral to the local authority. If child protection and vulnerable adult procedures are necessary, we will talk this through with you (and your caregiver(s) when relevant) as soon as possible, unless doing so would put you in danger.

This policy was last reviewed on: 16/05/2021 **Signed:** *Becki Short*