

## Volunteer Code of Conduct

Thank you for volunteering your time for Little Things for Tiny Tots!

As a not-for-profit organisation, we value our volunteers very much. The work we do would not be possible without your help.

In order to ensure mutual understanding between yourself and the charity, we request that each volunteer agrees to our code of conduct.

Volunteers for Little Things for Tiny Tots conduct their interactions associated with the charity by the following principles:

- Safety - Take care and be aware of your surroundings. Ensure you report anything that may be identified as a risk.
- Equity – Acknowledge that to act equitably we do not always act equally. Align our decisions and actions accordingly, tailor to the individual or situation.
- Care – Demonstrating genuine care for ourselves and others, through authentic and supportive interactions.
- Inclusivity - Treat each other respectfully and without prejudice, build trust in your actions.
- Integrity - Demonstrating honesty, transparency and reliability in your work with the charity.
- Sustainability - Using best practice and where possible, identifying potential areas for improvement to recycle, reduce waste and maintain the charity's goal of being as sustainable as possible.

Should a breach of the code of conduct be observed, the matter will be dealt with confidentially and following best practice by the Management Committee.

Please inform us if you do not give approval for images of you and/or your children to be used in Little Things for Tiny Tots' marketing materials.

### **Duty of Care and Safety Rules for Children On Site**

We value the health and safety of everyone attending our volunteer sessions.

Where you may need to bring your child/children under the age of 16, they must be accompanied by a parent/guardian at all times. Little Things does not provide supervised childcare. To ensure their safety please do not leave your child unattended. You must closely supervise and take responsibility for your child/children while on site at all times.

To help address the safe exit of children in emergency evacuation procedures, when registering please provide the name of your child/children to the Session Supervisor.