



The Palestine Trauma Centre (UK)

CODE OF BEHAVIOUR POLICY

This policy will be reviewed on an ongoing basis, at least once a year. The Palestine Trauma Centre (UK) will amend this policy, following consultation, where appropriate.

Date of last review: 16 November 2023

As a person working with the Palestine Trauma Centre (UK) – whether as a member of Trustee or associate you have a responsibility to ensure that everyone attending Palestine Trauma Centre (UK)'s activities, particularly children, young people and vulnerable adults, are protected from harm. It is the responsibility of each person working with the Palestine Trauma Centre (UK) ensures that:

- ✓ their behaviour is appropriate at all times;
- ✓ the recognise the position of trust in which they have been placed.

All persons who wish to work with the Palestine Trauma Centre (UK), must accept and understand this policy. They must also agree to put Palestine Trauma Centre (UK)'s policies on safeguarding children and vulnerable adults into practice.

Meeting your responsibilities

To give positive guidance the Code of Behaviour (below) provides a list of 'do's and don'ts' to help you ensure that you avoid compromising situations or opportunities for misunderstandings or allegations.

Code of behaviour

DOs:

- ✓ **DO** put this code into practice at all times;
- ✓ **DO** treat everyone with dignity and respect;
- ✓ **DO** set an example you would wish others to follow;
- ✓ **DO** treat everyone equally i.e. show no favouritism;
- ✓ **DO** respect the right to personal privacy;
- ✓ **DO** avoid unacceptable situations within a relationship of trust;
- ✓ **DO** encourage others to challenge any attitudes or behaviours they do not like;
- ✓ **DO** avoid being drawn into inappropriate attention seeking behaviour;
- ✓ **DO** remember this code even at sensitive moments, e.g. when responding to bullying, bereavement or abuse;
- ✓ **DO** keep other Trustees and associates of the Charity informed of where you are and what you are doing on behalf of the Charity;
- ✓ **DO** remember someone else might misinterpret your actions, no matter how well-intentioned;
- ✓ **DO** take any allegations or concerns of abuse seriously and refer immediately.

DON'Ts:

- ✗ **DO NOT** trivialise abuse;
- ✗ **DO NOT** engage in inappropriate behaviour or contact;
- ✗ **DO NOT** make suggestive remarks or threats even in fun;
- ✗ **DO NOT** use inappropriate language e.g. in speech, in writing, by phoning, by email or by social-media etc.;
- ✗ **DO NOT** let allegations, suspicions, or concerns about abuse go unreported;
- ✗ **DO NOT** rely on your good name to protect you.