



Young Enterprise

Learning by Doing

Volunteer Code of Conduct

It is important that both Achievers and Volunteers can participate in Young Enterprise activities in a safe and secure environment. This Code of Conduct has been developed for the protection of both Achievers and Volunteers. To this end, Young Enterprise expects all its Volunteers to abide by this Code of Conduct.

Each Volunteer:

- Will abide by the Guiding Principles and Programme rules of Young Enterprise in all activities as a Young Enterprise volunteer.
- Will inform Young Enterprise of any relevant police record or other factor, or any change in his/her circumstances, which may make him/her unsuitable either as a Young Enterprise volunteer or for any particular Young Enterprise activity.
- Recognises that the role of a Young Enterprise volunteer places him/her in a position of trust with regard to all the Achievers participating in Young Enterprise programmes, the Young Enterprise organisation, and to colleagues in the volunteer and staff network, and undertakes to uphold that trust at all times.
- Undertakes to maintain, within the organisation's procedures, the confidentiality of any information relating to other volunteers, supporters, students or staff members made available to him/her in the course of the role as a Young Enterprise volunteer.
- Will not knowingly place him/herself in a situation where the Volunteer is alone with any student and will endeavour to ensure that there are several students and where possible another adult in attendance at any meetings.
- Will not offer individual students a lift in a car (although groups may be transported where there is suitable insurance cover in place.)
- Will not use Young Enterprise to bring financial advantage to him/herself or his/her business e.g. by directly selling his/her own company's products or services.
- Will ensure that any Young Enterprise activities where Young Enterprise students will be acting outside the normal activities of the school system (e.g. Trade Fairs, Skills Training Workshops etc.) are agreed and approved by the Link Teacher/Lecturer in advance.
- Will not behave in any way, physically or verbally, that could be offensive to students.
- Remembers at all times that interactions between him/herself and students must be such that no reasonable person observing that interaction could construe its nature as abusive.

I understand that by volunteering to participate in Young Enterprise I am agreeing to abide by this Code of Conduct.