**CODE OF BEHAVIOUR**

**Music 4 U Students**

**Code Purpose:**

This code of behaviour aims to make sure everyone who participates in Music 4U’s (M4U) activities knows what is expected of them and feels safe, respected and valued.

M4U must ensure that everyone taking part in our services has seen, understood, and agreed to follow the code of behaviour and understands the consequences of inappropriate behaviour.

We expect people participating in our services to always display appropriate behaviour. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

**Workers:** All staff, self-employed / freelancers, volunteers and trustees.

**Students / Young Person:** All children and young adults attending M4U activities.

**Parent:** Anyone with guardianship or caring and parental responsibility for the student.

**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 clarify what will happen if you decide not to follow the code.
1. **DO’s & DON’TS**

**You should:**

* cooperate with others
* be friendly
* listen to others
* be helpful
* have good manners
* treat everyone with respect
* take responsibility for your own behaviour
* follow this Code of Behavior and other rules (including the law)
* talk to an Enabler or Tutor about anything that worries or concerns

 you  may have

* join in and have fun!

**You shouldn’t:**

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

1. **WHAT HAPPENS IF I DECIDE NOT TO FOLLOW THE CODE OF BEHAVIOUR?**

This code of behaviour is part of our process for ensuring everyone who participates in our activities receives the support they need.

**Minor or first-time incident**

If you behave in a way that doesn’t follow our Behaviour Code, our workers will remind you about it and ask you to comply. They will allow you to change your behaviour.

This gives you the chance to think and to plan how you could behave differently, with support from our workers.

**Formal Warning**

If you continue not following the Code of Behaviour after your first reminder, or if your behaviour is more serious, the Operations & Creative Manager will give you a formal warning.

They will record what happened and inform your parents if this is appropriate.

They will also talk with you about what happened and agree on what support you need to improve your behaviour in the future.

We may also decide that a sanction is appropriate, such as restricting you from participating in some activities.

**Final Warning**

If the support we have put in place isn’t helping you to change your behaviour, we may need to give you a final warning. Again, this will be recorded, and we’ll inform your parents as appropriate.

At this point, we may need to talk with you and your parents about other activities that might be more able to give you the support you need.

1. **CHILD PROTECTION PROCEDURES**

If any worker becomes concerned that your behaviour suggests you may need protection or present a risk of harm to other children and young people, they will follow our child protection procedures. This may involve making a referral to the local authority.

If child protection procedures are necessary, we will discuss this with you and your parents as soon as possible unless doing so would put you in danger or interfere with a police investigation.

1. **THE ROLE OF PARENTS**

We see parents as valuable partners in promoting positive behaviour and will involve them as appropriate.

We will always inform and involve your parents if you receive a formal warning about your behavior unless doing so would put you in danger.

**CONTACT DETAILS:**

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Title: Operations & Creative Manager / Child & Vulnerable Adult Protection Officer

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**NSPCC Helpline:** 0808 800 5000

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| **This Policy was written in line with NSPCC Guidelines**   |
|  **Implemented on**  |   21 February 2024  |
|  **Reviewed no later than**   |   20 January 2025 |

**This policy forms part of Music 4 U’s Core Values and should be read collectively with:**

* Anti Bullying Policy
* Child & Vulnerable Adult Protection & Safeguarding Policy
* Child & Vulnerable Adult Protection Reporting Procedure
* Code of Behavior Adults
* Code of Behavior Students
* Comments, Compliments & Complaints Procedure
* Equality & Diversity Policy
* GDPR Policy
* Health & Safety Policy
* Online Safety & Social Media Policy
* Photography & Film Policy
* Whistleblowing Policy

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