



ENGLISH-SPEAKING UNION
Scotland

ENGLISH-SPEAKING UNION SCOTLAND CODE OF CONDUCT FOR ENGAGEMENT WITH YOUNG PEOPLE

The development and delivery of ESU Scotland projects and programmes bring our employees, mentors and volunteers into contact with children and young people in many different contexts. In line with schools and other organisations which work with young people, a code of conduct for engagement is necessary to ensure best practice and compliance with statutory requirements.

Duty of Care

Adults cannot be in a position of responsibility for children or young people whilst acting as representatives of ESU Scotland.

All children and young people who participate in ESU Scotland events should be accompanied by a parent/carer or a member of staff from their school who will take primary responsibility for their care.

Where there is no person in primary responsibility for children or young people then ESU Scotland representatives should ensure that any interactions with children or young people is in the presence of another adult. The representative of ESU Scotland should then contact the Head of Education to report this matter.

Contact with Children or Young People

It is important to bear in mind that all remarks/gestures should be appropriate for the age of the child or young person. In almost all ESU Scotland events that involve children or young people the primary purpose is education, and therefore any comments made should be done so to help that child or young person to develop their skills.

ESU Scotland Representatives should never make salacious, suggestive or demeaning remarks/gestures to, or in the presence of, children or young people. Where this is reported, and found to be true, then the person concerned will no longer be able to represent ESU Scotland.

Any physical contact between a representative of ESU Scotland and a child or young person should be a considered action and for the purposes of instruction or immediate care. It should be age appropriate, context specific, preferably visible to others and prompted by the needs of the child or young person.

Communication

As a general rule, ESU Scotland representatives should seek to avoid direct correspondence with young people, rather contacting them through their school or via their parents, as appropriate.

Where this is not possible, official ESU accounts should be used for email communication. Telephone communication should take place in exceptional circumstances, and details of any communication should be shared with the Head of Education.

There can be no one-to-one communication or direct messaging between ESU Scotland representatives and young people on any social media forum. If appropriate, a closed Facebook group or WhatsApp group (using an ESU Scotland account) may be set up to facilitate communication between ESU Scotland representatives and groups of more than one participant in a programme or project.

Where a child or young person makes contact with an ESU representative through a personal account or phone number this should be recorded and reported to the Head of Education without delay.

Meetings with young people

One-to-one meetings between ESU representatives and young people should be avoided. Where such a meeting has to take place, for confidentiality, etc., then this should take place in a public location. Any meeting should be recorded and a report forwarded to the Head of Education.

Inappropriate relationships

If a representative of ESU Scotland is seen to be behaving inappropriately with a child or young person, or is believed to be involved in an inappropriate relationship with a child or young person, this matter should be reported immediately to the Head of Education.

If you feel that you have acted inappropriately towards a child or young person, either through your remarks, gestures or actions then you should report this matter to the Head of Education who will investigate the matter. Further training may be offered if appropriate or necessary.

This policy was last updated in May 2017

ESU Scotland, 23 Atholl Crescent, Edinburgh EH3 8HQ Telephone 0131 229 1528
E-mail: secretary@esuscotland.org.uk www.esuscotland.org.uk

Patron HRH The Princess Royal, Princess Anne; Chairman Dr Ian Duncan MEP
Scottish Charity No. 000653