

CODE OF CONDUCT for friends of Culcheth Library **(FoCL)**

Whilst volunteering with Friends of Culcheth Library (FoCL) you have a responsibility to ensure that everyone attending FoCL activities is protected from harm. You are responsible for the reputation of the organisation and of yourself in your actions on behalf of FoCL.

Please ensure that you have familiarised yourself with our Safeguarding policies and guidance. Always ask for help if you are not sure.

We believe in creating the best experiences we can for those that attend our services. We would like you to have the best possible time whilst volunteering with us but know that you take on some responsibility whilst doing so.

We would like you to:

- Observe the rules established for the safety and security of all involved in our work
- Treat everyone with dignity and respect;
- Present yourself appropriately to the people accessing our services and activities
- Set an example you would wish others to follow;
- Show no favouritism;
- Challenge inappropriate attitudes or behaviours;
- Avoid being drawn into inappropriate attention seeking behaviour;
- Keep other volunteers informed of where you are and what you are doing;
- Remember someone else might misinterpret your actions, no matter how well - intentioned;