

# CODE OF CONDUCT

Reviewed 10<sup>th</sup> February 2025

Lindfield Repair Café (LRC) are fully committed to safeguarding the welfare of all young and vulnerable people, by taking all reasonable steps to protect them from neglect, physical, emotional and sexual harm.

LRC believe that safeguarding and protecting the welfare of all the young and vulnerable people we work with is the responsibility of everyone: paid staff (full and part-time) voluntary staff, sessional or contractual staff, Directors and clients.

LRC staff and volunteers must at all times show respect and understanding for the rights of young and vulnerable people, their safety and welfare, and conduct themselves in a way that reflects this.

LRC will support anyone, (children, young people, staff, volunteers, parents, key workers) who raises any concerns regarding the welfare or protection of young or vulnerable people. Any concerns raised will be taken seriously.

LRC accepts that the best interests of the young or vulnerable person must be paramount when considering any action concerning matters of child protection and safeguarding the welfare of young or vulnerable people.

LRC will do this by:

- Ensuring that all our staff and volunteers are carefully selected, trained and supervised.
- Assessing all risks carefully and taking all necessary steps to minimise and manage the risk.
- Letting users know how to voice concerns or complaints about anything that they may not be happy with.
- Giving users information about what we do and what they can expect from us.

LRC will review this policy and the relevant procedures once a year; together with all other policies and procedures that LRC has in place.

**Lindfield Repair Café C.I.C.**

Company Number: 13654769

Bentswood Hub, 38 America Lane, Haywards Heath, England, RH16 3QB

E: [lindfieldrepaircafe@gmail.com](mailto:lindfieldrepaircafe@gmail.com) T: 07817465965