

BBYO CODE OF CONDUCT

Some of the language used in this document may be challenging or more difficult for young members to understand. Parents/ Guardians please ensure that the contents of this Code of Conduct are read and understood by yourself and your child.

Please read, sign, and return the attached agreement to the BBYO office at office@bbyo.org.uk

1. BBYO RULES FOR ALL EVENTS:

- 1.2 All BBYO rules must be adhered to at all times by any person, madrich/a (leader) and chanich/a (participant), involved in any BBYO activity.
- 1.3 Failure to comply with these rules and the codes of conduct may result in exclusion from activities or from BBYO itself.
- 1.4 **Basic rules are as follows:**
 1. **BBYO events are safe.** No alcohol, non-prescribed drugs, or any substance open to misuse. No participants are allowed to smoke on our events.
 2. **BBYO events are welcoming and inclusive.** No antisocial behaviour, including stealing, bullying, disruptive participation or anything deemed to be irresponsible.
 3. **BBYO participants are respectful and engaged.** We expect full participation in all programmes and activities. No unauthorised absence from the site.

2. CODE OF CONDUCT FOR BOGRIM/OT/MADRICHIM/OT (leaders):

2.1 All Bogrim (graduate leaders) and Madrichim (leaders) must:

- Adhere to all BBYO Policies
- Be aware of and adhere to all safety procedures
- Attend the training days/sessions, which are key to implementing BBYO policy
- Be on time for training days/sessions, unless agreed otherwise with the BBYO Office
- Dress in a manner that is appropriate to their position within BBYO
- Carry out their responsibilities in planning and running events
- Act in a responsible manner in line with our commitment to Dugma Ishit
- Not display any behaviour or language which could be considered as disrespectful
- Treat BBYO's and the site's equipment carefully and maintain a tidy working environment

2.2 A Boger/et/madrich/a must not:

- In any circumstances physically strike a participant or member of staff

- Become involved in a relationship with any participant they are working with which might be construed to be at odds with their loco parentis status or be inappropriate in their role within BBYO.
- Break staff confidentiality

2.3 **A Boger/et/madrach/a is expected to:**

- Be sensitive to the needs of the participants and other staff
- Work as part of a team and value peoples' contributions
- Be open to constructive criticism and be willing to develop
- Remember that leadership is a value that we hold about the empowerment of our members within a pluralist environment
- Be prepared to except instruction and direction from the BBYO office and senior staff such as Roshim

3. **CODE OF CONDUCT FOR BBYO MEMBERS/YOUTH INVOLVED IN BBYO ACTIVITIES**

3.1 **Participants are expected to:**

- Behave in a responsible manner
- Not display any behaviour or language which could be considered as disrespectful
- Treat other members, volunteers and staff with care and respect
- Treat BBYO's and the site's equipment carefully

3.2 **Participants can expect:**

- To be treated respectfully and fairly
- To have an organised programme of activities
- To be in a safe environment
- Staff to take any complaints made by participants seriously and respond to them appropriately

3.3 **Inclusion**

BBYO offers safe and welcoming opportunities for learning and growth to all Jewish teens regardless of background, denominational affiliation, gender, gender identity, sexual orientation, ethnicity, or socio-economic status, including those with a range of intellectual, emotional, and physical abilities.

3.4 **Discipline Procedure**

BBYO staff and volunteers will strive to work with individuals if concerning behaviour is identified. Our intention is to help young people better understand the accepted norms of behaviour on our events.

Sometimes there is a need to take more affirmative action in the case of significant disruption to programmes and activities.

Staff and volunteers have been instructed to operate according to the following disciplinary procedure:

1. A participant in violation of any of the above rules, or the rules given at the start of their event participation, will be issued a first warning. At this point they will be asked to contact their parent/ guardian to inform them of this fact.
2. A participation found in violation of the above rules for the second time will be issued a second warning. A BBYO representative will contact the parent/ guardian to inform them of this fact.
3. A participant found in violation of the above rules for a third time will be sent home at their own cost, without refund and with no further discussion.

If a participant is found to have engaged in illegal activity or anything deemed particularly serious or dangerous by BBYO staff, they will immediately activate stage three. The participant will be sent home without warning and at the family's own cost.

Being sent home from a BBYO event will impact participation in future activities.

3.5 **Dismissal from events**

If a participant is asked to leave a BBYO event due to a breach of BBYO's Code of Conduct, the participant's future involvement in BBYO events will be in question.

Prior to application to future BBYO activities, a BBYO representative will contact the participant and their parent/guardian to discuss the terms of the young person's involvement in BBYO events and BBYO's teen democracy.

One of our central values is Dugma Ishit, which means leading by example. Participants who do not embody this principle may be excluded from future leadership positions in BBYO.

4. **USE OF MOBILE PHONES/ PERSONAL DEVICES**

A mobile phone policy will be issued prior to each event. Please refer to the mobile phone policy for individual events before attending.

In general, we ask that participants are responsible with phone use and particularly during group activities. BBYO events are about being a part of the group and we encourage participants to reduce screen time during our events.

5. **REPORTING AN INCIDENT**

To report an incident of misconduct please use our [incident form](#).

Misconduct may include but is not necessarily limited to; unwanted touching, unwanted sexual advances; physical assault; or any form of behaviour that makes you feel threatened or uncomfortable in any way; or any other form of harassment, sexual or otherwise.

6. **SHARE YOUR FEEDBACK**

We want to hear your ideas and feedback on how we're doing. If you have a suggestion for an activity or initiative you'd like to see take place, or general feedback on how we're doing as it relates to wellbeing, safety and inclusion, please complete this [general feedback form](#).

7. **COMPLAINTS PROCEDURE**

If any participant feels that they have been subject to unfair treatment by any staff of volunteer representatives of BBYO, they have the right to submit a formal letter of complaint to the Executive Director of BBYO UK & Ireland.

BBYO takes all such reports seriously and any complaints will be dealt with promptly.

In the event that you are not satisfied with the response, you may pursue your complaint with the Chair of the Board of Directors.