

CODE OF CONDUCT/INSTRUCTIONS FOR VOLUNTEERS



The essence of good ethical conduct and practice is summarized below.

All volunteers should follow the information given to them in their Welcome Pack.

- ✓ Consider the wellbeing and safety of riders before the development or performance.
- ✓ Volunteers should respect the decision/instructions of coaches during the riding session.
- ✓ Promote the positive aspects of riding (e.g. fair play/responsibility for horse or pony).
- ✓ Safeguard the welfare of the horse/pony.
- ✓ Display consistently high standards of behavior and appearance. Safe footwear (closed shoes such as sneakers) should be worn at all times when around the horses and ponies.
- ✓ Follow all guidelines laid down as shown in the Volunteer Welcome Pack and in accordance with your training.
- ✓ Encourage riders to value their achievements and not just the results.
- ✓ Encourage and guide riders to accept responsibility for their own behavior.
- ✓ Respect the equipment and put everything tidily into place on completion of tasks.
- ✓ Show respect to others through not using bad language.
- ✓ Mobile phones are not allowed during lessons.
- ✓ **Care of Children**
- ✓ Develop an appropriate working relationship with riders and other volunteers based on mutual trust and respect.
- ✓ Take care not to put yourself into a compromising position, never escort students to bathrooms, ensure any physical contact is appropriate. For example, assisting to mount or dismount, showing (coaching) a child the correct methods (e.g how to hold the reins), to prevent injury or accident and treat an injury.
- ✓ Any contact should never involve, genitals, buttocks, breasts.
- ✓ Always keep in mind any religious or cultural aspects of the student when taking part in lessons.
- ✓ If you feel uncomfortable about any situation, please inform the instructor or manager.
- ✓ Before you share any pictures on social media that contain a student please check with the center manager parental permission has been given.
- ✓ Do not connect with any students via social media or other communication off site unless for a valid reason and the guardians are aware.
- ✓ Do not connect with any volunteers in a way that may disturb or invade their personal lives.
- ✓ In the event of any injury alert the site first aider.
- ✓ It is not a volunteer or staffs position to discipline a student. If a child behaves in an unacceptable manner the student should be taken to the parent or guardian.

Please write your name below, sign and date, to confirm that you have read and understood
The Code of Conduct for Volunteers.

Any complaints or suggestions should be sent to yana@marmoom.net or
yahya@marmoom.net

Name: _____

Signature: _____

Date: _____