

Code of Conduct for Volunteers

The purpose of this Code of Conduct is to inform volunteers on the standards of conduct required at St Luke's Combined Hospices (SLCH). Volunteers are expected to act honestly, conscientiously, reasonably and in good faith at all times when carrying out their duties and in their relationships or interactions with other people.

Expected Behaviors:

At all times, we expect volunteers to:

- Be present at the agreed times and tell us if you are not able to volunteer
- Carry out duties and responsibilities in a safe, efficient and competent way
- Comply with lawful and/or reasonable direction, instructions and policies
- Declare any potential conflicts of interest
- Let us know if you have a medical condition that effects the way in which you can perform your volunteer role
- Maintain a good standard of dress
- Respect the privacy of individuals and the organisation and only use confidential information for the purposes for which it was intended
- At all times we expect volunteers to use SLCH property or funds for authorised purposes only
- Inform us when you would like to stop volunteering with us so we can ensure that another volunteer can cover your role.

Volunteers will not:

- Act in a way that may bring our organisation into disrepute (including use of email, social media and other internet sites, engaging with media etc)
- Seek or accept any offers, gifts, rewards or benefits in the course of your volunteering role
- Engage in any activity that may or causes physical or mental harm of another person (such as verbal abuse, physical abuse, assault, sexual or racial harassment, bullying)
- Be affected by alcohol or non-prescription drugs while volunteering
- Engage in a criminal activity at SLCH.

Declaration

I have read and understand the information in this document, and I agree to follow the Code of Conduct during my time volunteering.

Volunteer Name: _____

Date: _____

Signature: _____