

MAITS

VOLUNTEER CODE OF PRACTICE - Trainers

As a MAITS trainer you are required to read this Code of Practice and the MAITS Policy on Safeguarding Vulnerable Recipients. By signing below you agree to uphold this Code of Practice and also uphold the code of practice of your relevant professional body in your usual country of work when performing your volunteer services for MAITS.

You agree:

1. To act in a manner that will reflect well on you and MAITS and not to act in a manner that could bring MAITS into disrepute.
2. To be mindful and respectful of the local culture, customs and religions practiced in the location of your training.
3. To exercise all reasonable care for your own health and safety and that of other persons who may be affected by your acts or omissions, particularly children and other vulnerable people.
4. To respect the rights of service users while seeking to ensure that their behaviour does not harm themselves or other people. For example, by following risk assessments that are in place, taking necessary steps to minimise the risks of service users from doing actual or potential harm to themselves or other people and informing others of changes to health and safety. In addition to this you will not put yourself or other people at unnecessary risk.
5. To obtain written consent (tick box with picture is sufficient) from individuals for all photographs and videos to be taken, ensuring that individuals understand the exact purpose for which these may be used (e.g. MAITS newsletter, brochure, website etc.). Sample consent forms can be found in the grant handbook).
6. To cooperate with MAITS so that MAITS is able to comply with its legal obligations in relation to health and safety at work.
7. Not to do anything which could or would invalidate any of the insurance policies that you or MAITS has taken out in relation to the provision of the services to which you have been assigned.
8. To undertake relevant training to maintain and improve your knowledge and skills and to ensure that the presentation materials that you provide in connection with the services will be of a suitable quality for the benefit of the project to which you have been assigned.
9. To protect the rights and to promote the interests of service users and colleagues. For example, treating people as individuals, respecting and promoting individual views and wishes, supporting service users' right to control their lives and make informed choices and respecting and maintaining dignity and privacy.
10. To establish and maintain trust and confidence with service users and colleagues. This includes communicating openly and honestly, respecting confidentiality, and being reliable and dependable.

11. Not to abuse the trust of service users and colleagues or access you have to personal information about them or to their property.
12. To be mindful of the local Safeguarding policies, where they exist, and to notify MAITS in the case of any potential abuse in accordance with these.
13. To uphold trust and confidence in social care by not abusing, neglecting, exploiting or harming service users, colleagues or other associated persons or forming inappropriate personal relationships with service users.
14. Not to discriminate, harass or bully or condone discrimination, harassment or bullying.
15. Not to use or be under the influence of alcohol or controlled substances.
16. To inform MAITS immediately if you become the subject of an investigation concerning child abuse (in any form) and/or have been accused of a criminal offence other than a driving offence. You agree not act in any way that may result in you not clearing any CRB or associated checks.
17. Not to do anything that might or could impair the provision of your services.
18. To be accountable for the quality of support you provide by informing MAITS of any difficulties or conflicts of interest that may affect your ability to undertake your work.

Acknowledged and Agreed by:		
Name:	Signature:	Date: