

The Hitchin Churches Schools Worker Trust (PHASE) is a registered charity working with young people and children aged 5 to 19.

PHASE offers a wide range of support and activities for young people, both in local schools and through residential activities and events.

PHASE staff include paid employees and trainees working full time, and other volunteers.

We promise to treat all young people with respect, equality and fairness. In return we ask that young people follow our behaviour policy in order to help themselves and others get the most from our activities. If you have any complaint or concern, you should talk to the activity leader or, if you are still unhappy, Director of PHASE.

Where this policy is not followed, some consequences are compulsory, others are at our discretion

We expect you to treat others and yourself with respect, behave responsibly and follow instructions.

If you don't, we will give you two warnings and then ask you to leave the activity.

We may also inform your parents/guardians and ban you from future PHASE activities for a set period.

We expect you not to bully any other person.

If you do, we will give you two warnings and then ask you to leave the activity.

We may also inform your parents/guardians and ban you from future PHASE activities for a set period.

We expect you not to assault or threaten any other person.

If you do, we will ask you to leave the activity immediately.

We may also inform the police and your parents/guardians and ban you from future PHASE activities for a set period.

We expect you not to engage in sexual activity or sexually harass any other person

If you do, we will give you two warnings and then ask you to leave the activity. In more serious cases, we will ask you to leave the activity immediately.

We may also inform the police and your parents/guardians and ban you from future PHASE activities for a set period.

We expect you not to carry a weapon of any kind, or use any object to threaten, intimidate or injure another person.

If you do, we will confiscate the weapon immediately. If it is illegal we will hand it to the police.

We may also inform the police and your parents/guardians, ask you to leave the activity and ban you from future PHASE activities for a set period.

We expect you not to use, share or deal drugs or solvents.

If you do we will confiscate the drugs immediately and hand them to the police.

We may also inform the police and your parents/guardians, ask you to leave the activity and ban you from future PHASE activities for a set period.

We expect you not to carry or use alcohol

If you do we will confiscate them immediately. If you are legally allowed to possess them, we will return them to you at the end of the activity. If you are not we will throw them away.

We may also inform your parents, ask you to leave to activity and ban you from future PHASE activities for a set period.

We expect you not to steal or damage PHASE or other's property.

If you do, we will expect you to pay for any damage or loss you have caused.

We may also inform the police and your parents, ask you to leave the activity and ban you from future PHASE activities for a set period.

September 2009