



HARC CONDUCT POLICY

The HARC project is committed to providing a safe, secure and caring space for all the guests, volunteers and paid workers.

We believe in fairness and equality for all people regardless of race, sex, disability, sexual preferences, nationality or age.

HARC will not allow the following behaviours during the project (***this applies to guests and volunteers and paid workers***)

- Racist behaviour or comments
- Sexist behaviour or comments.
- Anti-gay, anti-lesbian, comments or any other comments relating to sexuality.
- Intimidating, harassing or aggressive behaviour to fellow guests or volunteers
- Bringing into the venue weapons, alcohol, drugs or other offensive items. (HARC is a no smoking project. This includes e-cigarettes)
- Drug use, drug dealing, dangerous practices with needle safety
- Sharing images or comments about the project on any social media platforms.
- Sharing or taking any personal information and/or contact information from guests and volunteers.
- Inappropriate touching.
- Any relationships other than the professional relationship that is expected between volunteers and guests, paid workers and guests, paid workers and volunteers.

By entering the project, you are stating that you agree with the policy, and will abide by the statements above.

Any infringement will result in a conversation between the project lead, or a member of the board of trustees, and the offender with a reminder of the



behaviour expected as outlined in this policy.

3 'minor infringements' will result in a one-day exclusion.

Guests behaving in such a way that they receive a second one-day exclusion will be given a total exclusion for the remainder of the HARC project.

Drug dealing and violence will result in a total exclusion for the duration of the HARC project.

To ensure consistency all disciplinary matters will require writing up in the log book.

Should the need arise, a list of excluded guests and volunteers will need to be made.

The names and a description of excluded people should be shared with everyone during the briefing at the beginning of a shift.

Shift Leaders will need to remain vigilant that excluded clients do not try to access the building where the project is held.

REVIEWED by JR 26/07/2023