**The purpose of the Code of Conduct is to help meetings run smoothly, to support you to get**

**involved fully and to protect the reputation of WTC**

**The code of conduct is for everyone - young people, staff and visitors.**

* Show respect to other members, adults and the young people you represent, remembering that you

represent young people from a wide range of backgrounds. You should therefore promote equality in

all that you do.

* Remember your role is to represent the young people of Wallingford - use every opportunity to find out other

young people’s opinions and make these known to decision makers.

* Be as open as possible about what you do as a member of WTYC, and be prepared to give reasons

for your actions and decisions.

* Please do not use language which may offend others, and make sure you behave in ways which

cannot be seen or interpreted as improper.

* Please ensure your mobile phone is on silent and put away during meetings
* Please try not to speak over others during meetings; listen to each other.
* Please try to stay on topic during meetings; this will help us get more done and be more effective
* Please be careful and responsible in using social networking sites. In particular, remember that

others may make judgements about your honesty and integrity from what you put on these.

* Remember to give everyone a chance to get involved in the meeting and encourage each other to

get involved and speak out

* If you cannot attend a meeting please email [youth@wallingfordtowncouncil.gov.uk](mailto:youth@wallingfordtowncouncil.gov.uk) and let another young person or youth worker know, so we can pass on your apologies.
* No alcohol or illegal drug use will be accepted during meetings, events activities.
* Please respect that the staff who work with you have a duty to be impartial (to not take sides), but also to challenge you if they feel you are being discriminatory or unfair.

If you would like to make a complaint about another young person then please speak to WTYC administration