Harlow Youth Council Code of Conduct

The code of conduct provides the guidelines around which Youth Councillors are expected to conduct themselves when attending all duties as a Youth Councillor

1. Harlow Youth Council is an independent local body, which does not represent any party political view and all discussions at the Youth Council are solely issue based.

2. Harlow Youth Council will respect the issues, as laid out in the UN Convention for the Rights of the child, to ensure that every young person has his or her rights respected and protected.

3. As an elected Youth Councillor, your duty is towards every young person. Any young person up to and including the age of 19, has the right to have his or her view heard and listened to by Harlow Youth Council.

4. It is important that you take your role seriously when you are taking part in Youth Council meetings and at all other times when you represent the Youth Council.

5. You have a duty to attend Youth Council meetings, arrive on time and make sure that there are suitable transport arrangements to and from the meetings. If a Youth Councillor fails to attend 50% of the meetings over a 3-month period, they may be asked to resign. They will have the right to appeal.

6. Data Protection – To treat information discussed at meetings with sensitivity and confidentiality. It is important to respect and to listen to what others are saying during a meeting and to continue to respect someone's point of view outside the meeting.

7. Language and behaviour that may be offensive or threatening must not be used during meetings or outside; including texts or MSN Messenger.

8. If you cannot attend a meeting or event, you must inform the contact person at least 2 hours before the meeting.

9. All music players must be switched off during Youth Council business. Mobile phones must be set to silent. Urgent calls only may be taken outside the meeting room.

10. If a Youth Councillor is found to be under the influence of drugs or alcohol during a Youth Council event, or whilst on Youth Council business, parents will be contacted and Youth Council duties suspended immediately.

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