



Church of the Immaculate Heart of Mary
Parish of Drumbo & Carryduff
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Code of Conduct for Folk Choir Leader in the Parish of Drumbo and Carryduff

“Conduct yourselves in a way worthy of the gospel of Christ so that whether I come and see you or am absent, I may hear news of you, that you are standing firm in one spirit, with one mind struggling together for the faith of the gospel.” (Philippians 1:27)

As church personnel in the Parish of Drumbo and Carryduff, in the Diocese of Down and Connor, we too must conduct ourselves in a way that is “worthy of the Gospel of Christ”. We are further challenged in this letter of Paul to the Philippians to do, *“whatever is true, whatever is honourable, whatever is just, whatever is pure, whatever is lovely, whatever is gracious” (Philippians 4:8)*

Our children are the most important gifts God has entrusted to us. As a Choir Leader, giving time to lead and coordinate the parish Folk Choir (comprising of adults and children / young people) is also a gift and should be approached in an open and transparent way for all children and young people with whom you come into contact.

In line with the Diocesan Child Protection Policy and Procedures, the Leader / co-ordinator of the parish Folk Choir **must adhere** to a Code of Conduct and follow the rules and guidelines as a condition of providing services to the children and youth of our Diocese.

A Leader of the Folk Choir must:

- Treat all children/ young people and other adults in the Folk Choir with respect, patience, courtesy and dignity (this means listening to and taking seriously what they say, asking how they would like to be assisted if they need it, be aware of the things which may make them vulnerable- disability, communication difficulties or illness, and not behave in a discriminative way towards any individual on the basis of their age, race or culture).
- Avoid situations where he or she is alone with children and/or youth at Church activities.
- Use positive reinforcement rather than criticism, competition or comparison when working with children and/or youth.
- Ensure they take action to prevent the spread of **serious** infections. For example, tuberculosis, hepatitis, measles, meningitis.
- Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the Parish Priest or Administrator.

- Report suspected abuse of children or any concerns you may have to the Designated Officer for the Diocese and record using the **Allegation or Concern of Abuse Form**
- Cooperate fully, if required, with any investigation of abuse of children and/or youth.
- Ensure adequate supervision of all children at all times
- Manage children's behaviour in an appropriate and consistent manner
- Inform parents/ guardians and the Parish Priest immediately in the event of any accidents or significant incidents with respect to any of the children and record this using the parish **Accident / Incident Form ***
- **Ensure the implementation of the Diocese of Down and Connor Child Protection Policy and Procedures.**

A Folk Choir Leader must not:

- Smoke or use tobacco products in the presence of children and / or youth.
- Use, possess or be under the influence of alcohol at any time while volunteering.
- Use, possess or be under the influence of illegal drugs at any time.
- Use physical punishment or restraints of any kind with children and / or youth.
- Humiliate, ridicule, threaten or degrade children and / or youth.
- Touch a child and / or youth in a sexual or other inappropriate manner.
- Use any discipline that frightens or humiliates children and / or youth.
- Use profanity in the presence of children and/or youth or inappropriate language or humour.
- Show or distribute inappropriate pictures, images, photographs, drawings or other similar materials, to children and young people.

*Leaders of the parish Folk Choir should fully understand that any action inconsistent with this Code of Conduct **or** failure to take action mandated by this Code of Conduct may result in removal as Leader and volunteer with children and or youth.*

*** All forms can be found in the Sacristy of the Church and the Parish Centre.**





