

## Code of Conduct for Pathway to Bath

### 1) Online

The University of Bath understands the importance of young people being able to use the internet for education and personal development. This includes social media platforms, games and apps. We aim to support young people in making use of these in our work. However, we also recognise that safeguards need to be in place to ensure they are kept safe at all times. Please contact us on [outreach@bath.ac.uk](mailto:outreach@bath.ac.uk) if you have any questions or need further clarification.

#### Safeguarding and Confidentiality

- I will not release my personal details to others on Pathway to Bath including my email address, address, telephone number or social media accounts
- I will not, under any circumstances, try to connect with e-mentors or University staff outside of the programme for example on social media.
- I will contact the Programme Leader if I have any worries or concerns.

#### Commitment and Reliability

- I commit to contributing to the programmes as required
- I will inform the Programme Leader as soon as feasibly possible if I am unable to contribute in any given week due to illness or other commitments

#### Professional Behaviour Online

- I will be responsible for my behaviour when working using Microsoft Teams, Brightside or Moodle, this includes the resources I access on the internet and the language I use.
- I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material, I will report it immediately to the Programme Leader.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not take any photos or videos of any of the students, e-mentors or University staff
- I will not reveal my passwords to anyone.
- If I am concerned or upset about anything related to Pathway to Bath or any messages that I receive, I know I can contact the relevant Programme Leader.
- If I contribute to an arranged 'Live Chat' with video facility then I will ensure that I am dressed appropriately (smart casual wear, culturally sensitive, no rude slogans, etc)
- If I contribute to an arranged 'Live Chat' with video facility then I will ensure that my background does not reveal my location, and that it looks professional and not offensive in any way. I will endeavour to be positioned in a communal area of my home, or if I am in a bedroom then I will leave the door open.
- If I am engaged in a 'Live Chat' with video facility then I will not allow any other members of my household to be seen or heard on the live chat
- I understand that 'Live Chat' will be recorded and backed up by the Programme Leader(s) so that if any issues arise the video can be reviewed. I will not share any recordings of sessions outside of the programme.
- If a student, e-mentor or member of university staff invites me to engage with another member of their household (sibling, etc) then I will politely decline and feel empowered to leave the live chat if necessary

- If I have any concerns about the content, language, tone or frequency of any messages or interactions that I have with students or other mentors then I will notify the Programme Leader immediately.
- I understand that my activity on the online will be monitored and logged and can be made available to the programme leaders. I understand that these rules are designed to keep me safe and that if I choose not to follow them, the University of Bath may contact my parents/carers and/or remove me from the programme.

## **2) Residential**

To ensure that everyone attending the Target Bath and/or Discover Bath programme has a rewarding and enjoyable time, and for the safety of everyone involved, we ask you to agree to and abide by the following:

- I will attend all timetabled activities on time, unless I have a valid reason (such as illness) which I will communicate to the Target Bath/Discover Bath leaders in advance of the timetabled activity.
- I will follow safety measures which will be detailed to me on arrival and prior to the residential event.
- I will not travel to the University of Bath if I have symptoms of COVID-19 or if I feel unwell (an online event will be offered to me instead).
- I understand that I will be expected to stay on the University of Bath campus and that I won't be allowed to leave the campus without the prior agreement of the programme leaders (and permission from a parent/guardian also obtained).
- I will follow any emergency procedure, such as a fire drill, as directed by University of Bath staff running the event.
- I will not involve myself in dangerous activity which could cause injury to myself, others or damage to property.
- I understand that alcohol must not be brought to the University nor consumed during the residential events. I understand that I must not purchase, or attempt to purchase, alcohol on the University site. I understand that the purchase/supply/possession and/or use of any illegal substances is strictly forbidden. I understand that there is a no-alcohol and no substance abuse policy in place.
- I understand that residential events work through mutual respect and friendly cooperation. I agree to treat all students and staff with respect, regardless of race, culture, religion, gender, sexual orientation or disability. I understand that abusive and anti-social behaviour and language will not be tolerated.
- I will keep to my own accommodation area and understand that everyone will have their own lockable bedroom with en-suite bathroom.
- I will not enter anyone else's bedroom.
- I will keep my bedroom tidy and will report any damage to a member of the staff team (including ambassadors) immediately.
- I will use computers and other equipment responsibly and will follow all safety advice

provided.

- I will follow any other additional rules explained to me during the residential event.
- I understand that these rules are designed to keep me safe and that if I choose not to follow them, the University of Bath may contact my parents/carers and remove me from the programme.

Serious incidents of misbehaviour

- I understand that it is expected that the residential visits will be free from serious misconduct. In the event of serious incidents of misconduct (fighting, bullying, consumption of alcohol, use of illegal substances, etc) I understand that the student(s) concerned will not be allowed to continue on the residential event and arrangements will be made for the student to return to their home. In this circumstance, the cost of travel home will be the responsibility of the student and their family.
- I understand that these rules are designed to keep me safe and that if I choose not to follow them, the University of Bath may contact my parents/carers and/or remove me from the programme.