

**SCOUTS New Zealand**

# **Code of Ethics**

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**May 2018**

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# Background

## Purpose

Our Code of Ethics sets out how the core values of working with youth within Aotearoa New Zealand are applied in SCOUTS New Zealand. Our Code of Ethics sets the standards of behaviour for all adults in SCOUTS New Zealand to ensure everyone is safe and provide a strengths based environment that fosters positive youth development.

This Code of Ethics:

- Sets out the principles and values to guide our behaviour
- Seeks to ensure that the power relationships between young people and adults are ethical, legitimate, given voluntarily and without coercion, and not abused to further the interests of adults
- Seeks to ensure that scouting is carried out in a safe, skilled and ethical manner
- Provides a framework for members to hold each other accountable and in doing so protect our young people and credibility
- Provides a frame of reference to develop an ethical awareness, to create discussion and debate of ethical issues and to implement good and ethical practice for both adults and young people.

## Who Does this Apply to?

This SCOUTS New Zealand Code of Ethics applies to all Adults and young people involved in SCOUTS New Zealand.

This **Code of Ethics** is based on the summary of *Ara Taiohi Code of Ethics for Youth Work in Aotearoa New Zealand*. For additional guidance and support, Adults should refer to the full *Ara Taiohi Code of Ethics for Youth Work in Aotearoa New Zealand* ([available here](#)).

The **Code of Ethics** is not intended to be a definitive document that sets out every possible requirement or situation that can arise during your volunteering. Instead, it provides:

- A guide to expected standards of behaviour and good practice
- A sound basis for you to judge your own behaviour and the conduct of colleagues
- A basis for others (members of the public, parents and caregivers, other leaders etc) to judge the conduct of SCOUTS New Zealand and its volunteers and employees.

## Definitions

**Young People** refers to any child or young person under the age of 18 engaged with a SCOUTS New Zealand activity, whether an invested member or not.

**Adults** refers to anyone aged eighteen or over who is involved in SCOUTS New Zealand, including all warranted leaders, Rovers, those employed directly by or who contract

services to the organisation, or any person who volunteers their time for SCOUTS New Zealand in any form regardless of whether they are an invested member or not, including parent helpers. Where the term 'adult members' is used, this refers specifically to warranted adults or Rovers in the Movement.

## Principles

### Our Aim

To contribute to the development of young people in achieving their full physical, intellectual, emotional, social, and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

### Our Purpose

We empower youth through adventurous experiences to lead lives that make a positive difference.

### Scout Law

Our values are expressed in the Scout Law / Te Ture Scout:

		
<b>Have Respect</b>	<b>Do What is Right</b>	<b>Be Positive</b>
– For yourself and others – For the environment	– Be trustworthy and tolerant – Have integrity	– Accept challenges with courage – Be a friend to all

### Commitment to Child and Youth Protection

SCOUTS New Zealand places the well-being of young people as its paramount concern. We are committed to acting in the best interests of children and young people at all times. (For more information please refer to the Child and Youth Protection Policy).

### Duty of Care

There are four areas of responsibility an adult commits to when joining SCOUTS New Zealand: **to young people, to parents and caregivers, to your peers** and **to yourself**. The **Code of Ethics** details your responsibilities to these groups and how to balance those responsibilities while volunteering or working for SCOUTS New Zealand.

Each Adult's responsibility goes beyond the confines of his or her specific role. That responsibility extends to all scouts, and to all the other adults in the organisation. Situations of inappropriate adult conduct or abuse can only be stopped by the intervention of other adults.

# Code of Ethics

## Quality Relationships / Whanaungatanga

Quality relationships are essential for a young person's development as well as to a healthy volunteer organisation. This sections details our expectations of quality relationships with young people, their parents and caregivers, leaders and co-leaders, other volunteers and paid staff, and the movement.

### Your Primary Relationships / Te Kawenga

The primary responsibility of adults in SCOUTS New Zealand is the welfare and development of young people.

The Adult's primary relationships are to New Zealand's Laws, SCOUTS New Zealand's principles, policies and procedures, the young people they engage with and their parents and caregivers, and their peers.

The nature of the relationship between adults and young people in SCOUTS New Zealand is that of a coach, mentor and/or instructor.

### Behaviour Covered by the Code / Wehenga Tūmanako

This Code covers any behaviour, whether connected to volunteering with SCOUTS New Zealand or personal time, when it relates to or affects their practice as a volunteer of SCOUTS New Zealand or working with youth in general.

### Your Conduct / Ārahitanga

Adults will perform their volunteering or paid work honestly and impartially, and avoid situations which might compromise their integrity.

Adults will avoid words and actions that could be misunderstood or cause offence.

Adults should avoid activities that would bring young people, fellow adults, SCOUTS New Zealand, or youth work in general into disrepute.

### Being Transparent / Puatatanga

Adults will be open, honest and accountable to young people and each other.

### Obtaining Informed Consent / Whakaae Tika

Adults will fully inform young people and their parents and caregivers (and their family, school or employer where appropriate) of the development activities they are offering through SCOUTS.

People must be able to freely join SCOUTS New Zealand, and be able to cease their involvement with SCOUTS New Zealand if they decide to.

## **Confidentiality / Noho Matatapu**

Adults will comply with the Privacy Act 1993.

If an Adult becomes aware of personal information (e.g. medical information, relationships status, legal issues, police matters, or other private situations) they will not share it without the express authorisation of the young person and their parent/ legal guardian unless there is a health and safety or child welfare reason to do so.

Adults will share appropriate information with parents and caregivers and legal guardians in accordance with the requirements of the Privacy Act 1993.

Parents and caregivers/legal guardians will share appropriate information with SCOUTS NZ as is necessary to enable SCOUTS NZ to safeguard the welfare of their child, other young people, and other members/volunteers.

In a situation where a young person has chosen to take an adult into confidence about a personal matter, the adult must be alert to the professional obligation it places them under. Adults should not be encouraging young people to have secrets with them, or behave in ways which might be considered grooming behaviour.

## **Boundaries / Āhua Tika**

Adults will create and maintain appropriate physical, emotional, and spiritual boundaries.

The purpose of this is to ensure a safe space for all, build confidence in the adult's role in working with youth, and avoid potentially unhealthy, dependent relationships.

Adults must not touch people in an inappropriate manner. For example this includes:

- Touching people in an overly familiar or inappropriate manner (eg cuddling).
- An adult demonstrating first aid on a young person.
- Helping young people with personal hygiene or dressing.( Except where health or disability requires it and then only in the presence of another adult and with the permission of the young person's parent or guardian.)
- Adults participating in body contact games with young people.

Adults must remember they serve as a role model to young people, and their behaviour towards young people and other adults should reflect that of an appropriate role model.

## **Sexual Boundaries / Manatū Tangata**

Sexual acts between adults and young people are not acceptable.

Adults who have any history of sexually inappropriate behaviour, or sexual contact with a young person or young people may **not** be a volunteer or paid staff

member of SCOUTS New Zealand. Discovery of current or past behaviour will lead to immediate removal from the Movement.

Adults will not enter into a romantic relationship with a young person during the time they are working together within SCOUTS New Zealand. Even if the SCOUTS New Zealand leader / youth relationship has ended, adults will not enter into a romantic and/or sexual relationship with any person who has been a youth member under their care until both are adults.

Adults will not engage in sexual harassment; nor will they tolerate sexual harassment of others (defined in the Human Rights Act 1993).

### **Supervision of Young People / Te Tiaki i te Taitamariki**

An adult must never be alone with a young person while participating in a SCOUTS New Zealand activity, with the exception of parents or legal guardians with regard to their own children.

The personal privacy of all people must be respected at all times.

Additionally in the context of scouting activities an adult must not:

- Show favouritism to particular youth members.
- Sleep in the same tent or other confined quarters as young people. When sleeping arrangements are in more open quarters (eg a hut or scout hall) then an appropriate and respectful distance must be kept between adults and young people.
- Be alone with young people in their home or other private spaces.
- Carry one youth member alone in a vehicle.
- Go on an activity with a one youth member alone.
- Have private talks with individual youth members away from the presence of other Scouts or adults.
- Take any video or photographs of young people without the knowledge and consent of the young people and their parents and caregivers.
- At all times at least two adults must be present while supervising and/or accompanying young people.

### **Knowing Your Limits / Noatanga**

Adults will carry out their duties as a volunteer competently and efficiently and only within their skills level.

Adults cannot be all things to all Scouts. Adults have a responsibility to be conscious of the limits of their role, skills and competencies, and must carefully consider whether they can take on particular roles, tasks or relationships. Adults must be careful before taking on a counselling role with a Scout.

In situations beyond their role and/or skill-base, adults will refer to and/or seek assistance from networks available within SCOUTS New Zealand and in the wider community.

### **Personal Agendas / Utu Painga**

Adults will not abuse their relationships with other people for personal, professional, religious, political or financial gain.

Adults will treat all people in accordance to the values expressed in the Scout Law and with respect and dignity even if they disagree with others' beliefs, values, priorities and lifestyles.

Adults will not engage in bullying or destructive behaviour towards other members. This includes spreading rumours or gossip.

Adults will not abuse their position in order to manipulate other people to their political, religious, ethnic or cultural beliefs, or to specific communities.

### **Exchanges Between Young People and Adults / Āhua Korero, Āhua Taonga**

Any exchanges between young people and adults will be transparent and handled with sensitivity (acknowledging gifts/koha usually have emotional and/or cultural significance).

It is not appropriate for an adult to give a young person an undisclosed gift or reward.

### **Diversity and Cultural Safety / Āhua me te Oranga**

The relationship between an adult and other people, including young people, is one of mutual respect.

Scouting is a worldwide, multicultural movement. Adults will understand that all aspects of young and other people's lives are influenced by the values of the cultural contexts they belong to. Other people's cultural context can be centred around many things, for example: geographical community; gender; identity/whakapapa; and/or community of interest.

Adults will create an environment that allows young people to safely express and explore their cultural identity.

Adults acknowledge and will challenge the attitudes, beliefs, policies and practices that act as barriers to safe scouting and which have the potential to undermine young people.

### **Peer Relationships / Te Noho Pai me ngā Hoamahi**

Adults will role model positive working relationships with other people.

Adults will resolve problems and issues with peers in a timely, positive manner and at the lowest possible level, preferably in a one on one manner.

Bullying, physical, verbal or cultural abuse, sexual harassment, neglect or any other type of abuse is unacceptable conduct by any member of SCOUTS New Zealand.

Adults will contribute to maintaining a healthy and safe workplace for themselves and others and take all practicable steps to prevent personal injury and illness.

Adults will work cooperatively as part of a team to provide positive development opportunities for young people.

## **Connectedness / Hononga**

Young people's healthy development and a positive volunteer community is shaped by having positive social connections. This section details our responsibility to foster positive social connections.

### **Ensuring Connections / Papakāinga**

Adults will endeavour to relate to, create, strengthen and maintain young people's connections to their key social environments, these being their family/whānau, peers, school/workplace and community.

Adults will recognise and honour the importance of the relationship with whakapapa through whānau, marae, hapū and iwi when working with Tangata Whenua.

### **Working Collaboratively / Tautauamo**

Adults will respect and co-operate with parents and caregivers, other professionals and/or other significant people involved in the young people's life to secure the best possible outcomes for the young people they engage with. There may be issues of confidentiality to take into account.

Adults will relate to others in the community with integrity, respect, courtesy, openness and honesty and in accordance to the values expressed in the Scout Law.

Adults will seek guidance from Tangata Whenua with regard to working with rangatahi.

## **Consistent Strengths-based Approach / Hakamanatia Ngā Uara Rangatahi**

A strengths-based approach seeks to shift our collective thinking from being problem-based to strengths-based. This details the positive approach to development that SCOUTS New Zealand promotes.

### **Working Holistically / Hakapakaritanga**

Adults will support the healthy development of young people, helping them to identify and develop their strengths, encouraging them to reach their full potential.

### **Working Positively/ Āhua Pononga**

Young people are an integral part of our society. Adults seek to have this acknowledged and valued by society as a whole.

Adults do not see young people as problems to be solved, and will avoid labelling young people negatively.

### **Maintaining a Positive Environment / Te Whakapūmau i te Wairua Pai**

Adults have a responsibility to create and maintain a safe, positive and inclusive environment for all people. This should be fostered through a culture of positive reinforcement and behaviour aligned to the Scout Promise and Law.

In instances of negative behaviour by a young person, adults must explain to the person why their behaviour is not acceptable and may exclude the person from an activity for a short period of time.

In the case of consistent bad behaviour or harassment, adults must act to protect other young people and must discuss the matter with the parents and caregivers or guardians of the young person concerned.

Adults do not have authority to punish young people in the manner of a parent.

### **Looking After Yourself / Tiakitanga**

Adults and SCOUTS New Zealand must take responsibility for the adult's overall well-being while engaged in SCOUTS New Zealand activities.

Adults will recognise when they are no longer able to give time and enthusiasm to the role, and will work to find other ways to support youth development.

Adults will maintain healthy work life balance and maintain interests outside of scouting.

### **Supervision of Adults / Whakahaeretanga**

Adults will actively participate in regular meetings (such as Section, Group, Zone or tandem, peer, or team supervision) with skilled supervisors within SCOUTS New Zealand and/or externally.

Adults will ensure that they work under proper oversight, and will relinquish roles that create obvious conflicts of interest. In practice this could mean a Group Leader cannot be a Zone Leader, and a Group Leader cannot be the only Leader of a Section in their Group.

### **Personal Awareness / Matatau**

Adults will be aware of any physical or personal circumstances that may affect their ability to work safely and effectively and will ensure that they take appropriate steps to protect themselves and others.

Adults will approach differences in others with respect.

Adults will understand and reflect on the impact that their own culture, values, attitudes and beliefs have on other people. Where there is a conflict, an adult may refer the young person to a more appropriate support person, however the relationship with the young person should be maintained during this process.

## **Youth Participation / Urunga**

Adults acknowledge that for healthy development, opportunities should be provided for young people to participate in society and to be involved in all levels of decision making.

### **Personal Determination / Hiringa**

Adults will support Tangata Whenua communities to care for rangatahi.

Adults, with the involvement of appropriate others in the young person's community, will work in ways that encourage and enable young people to identify their own strategies to deal with challenges and the direction of their lives.

If a young person lacks capacity, or is otherwise unable to act with self-determination, there is a responsibility to protect the young person's rights and welfare.

### **Empowerment / Hakamanatia**

Adults, as part of the young person's wider community, seek to empower young people, ensuring they have a greater say in decisions that affect them in SCOUTING, their community and the world around them.

## **Big Picture / Te Aro Rangatahi**

The development of young people is impacted by big picture influences such as social and economic contexts and dominant cultural values. This includes legislation, public policy, economic systems, political systems and cultural values.

### **Rights and Responsibilities / Ōu Tikanga**

Adults acknowledge the provisions of Te Tiriti o Waitangi and the various Conventions and legislation protecting the rights of young people. Adults will not unlawfully discriminate against other people for any reason.

### **Safe Practice / Ngā Mahi Ora**

It is an adult's responsibility to maintain the safety of young people in any SCOUTS New Zealand service, programme, event or activity provided.

### **Agents of Change / Kawenga**

Adults will recognise the impact of social, political, economic and cultural structures on young people and seek to remove barriers that restrict life opportunities for young people.

All youth work, including scouting, is not limited to facilitating change within the individual young person, but extends to the social context in which the young person lives.

## **Good Information / Hakamanatia te Whanaketanga**

Youth development is continually informed by robust research, useful evaluation and effective information gathering.

## Understanding Aotearoa New Zealand / Maramatia Aotearoa

Adults Members should take personal responsibility to participate in ongoing training on Te Tiriti o Waitangi, Te Reo me ona Tikanga Māori, and apply this learning where appropriate.

Adults Members should acknowledge our shared histories and past and present power relationships between different groups of people in Aotearoa New Zealand.

Adults Members will acknowledge there is a unique relationship between Tikanga Māori and good youth development practice in Aotearoa New Zealand - and will recognise the important role this relationship can play in nation-building.

Adults will acknowledge the importance of whakapapa and will explore their own cultural heritage.

Adults have an obligation to acquire legal knowledge, with the support of SCOUTS New Zealand, including Acts of Parliament, public policies and strategies that impact on young people.

## Training and Professional Development / Mana Akoranga

Adults will make it a priority to participate in formal and informal training to support and improve their practice as adult members of SCOUTS New Zealand.

Adults will have knowledge and understanding of this **Code of Ethics** and how it applies to their service with SCOUTS New Zealand.

## Holding ourselves to account / Te whakatikatika i a tātou anō

People who have concerns with behaviour that falls short of the Code of Ethics, shall raise their concerns with one of the following as appropriate:

**Group Leader.** Your Group Leader is often the best person to share your concerns with.

**Zone Leader.** If you feel that your Group Leader is unable to deal with your concerns, your Zone Leader is the next best person to share your concerns with.

**0508 SCOUT Help** (0508 726 884). The SCOUT Help number is good point of escalation or guidance outside of your group and zone. The 0508 Number is staffed by employees in the national office 24 hours a day, 7 days a week, 365 a year.

## Related Policies / Ngā Kaupapa Here Whai Pānga

Adults and young people are expected to comply with and uphold all SCOUTS New Zealand policies and procedures. These policies and procedures should be read in conjunction with the **Code of Ethics**.

## **Role Responsibilities / Ngā Haepapa ā-Tūnga**

All adults within SCOUTS New Zealand are responsible for complying with all SCOUTS New Zealand principles, policies, and procedures, including the **Code of Ethics**.

All adults are responsible for upholding the **Code of Ethics** and holding each other accountable.

SCOUTS New Zealand is responsible for supporting adults to implement and apply the **Code of Ethics**.

The Board of SCOUTS New Zealand is responsible for approving the **Code of Ethics**, ensuring it remains consistent with the *Ara Taiohi Code of Ethics for Youth Work in Aotearoa New Zealand*, and reviewing it every two years or more frequently if required.