

NAS Greenwich Branch Code of Conduct

The aim of the National Autistic Society (NAS) Greenwich branch is to support autistic people and their families. As parents, carers and autistic people, we volunteer our time to ensure that this support reaches people in our local area.

NAS Greenwich wants everyone to enjoy going to our groups and feel safe. Groups like the Pub group, Autism Hub, Outings group and others are for fun or information and aim to make it easier for autistic people to go out, enjoy themselves, learn and socialise.

To help ensure that everyone gets the most from our branch activities, we would appreciate it if you would read and abide with the following code of conduct. Receiving this and attending our groups assumes your agreement with it.

What you can expect from your branch volunteers –

- They will adopt the National Autistic Society's core values, policies and procedures and fairly represent the organisation.
- They will do all they can to create a safe and welcoming environment for all those attending the branch.
- They will treat all other volunteers and branch members with respect. Any physical, emotional, verbal abuse or rudeness towards other volunteers or branch members will not be tolerated.
- They will maintain confidentiality regarding the NAS, its volunteers, branch members and its work.
- They will be reliable. They will make it clear when and how they will be available and meet these expectations or provide as much notice as possible if they cannot.
- They will respond to all general queries within a reasonable time. Please be aware they can only do this when there is time available to them as volunteers in their spare time.
- They will always listen to all branch member concerns and respond appropriately.
- They have a duty to raise any issues to relevant authorities if anyone's wellbeing or safeguarding appears in doubt.

In return, we ask that all branch members –

- We all treat each other with respect. It is important to remember that we are all different and have varying levels of sensitivity to certain behaviours and actions. We will take the time to get to

know each other and understand who has certain dislikes and likes to make sure we can engage in activities with mutual respect. This means welcoming and showing consideration for people, regardless of their differences in ideas; property and ways.

- Everyone will try their hardest to respond appropriately to difficult emotions and situations so that their behaviour does not adversely affect any other person's wellbeing. We can try to help find a space if you need some time on your own.
- Treat all branch property and the venues they use with respect and avoid any damage or disruption to it or those within it. Remember you are subject also to the rules of the venue itself in addition to this code of conduct.
- We want you to feel safe. Communicate with the branch volunteers. We ask that you always feel free and able to tell us if you have any concerns and respond to our questions or queries in a timely manner. You can do so directly in our groups or events or by email to greenwich@nas.org.uk.
- If you are the parent carer of a child, you must supervise and be responsible for your children at all times. As a result, you must do all you can to ensure that your children also follow this code of conduct.
- If you are the designated carer for an adult, you must identify yourself as such, be able to confirm your qualifications, remain in attendance and responsible for the person you care for at all times. You must also ensure the adult you care for also follows this code of conduct.

Please note:

If a branch member:

- fails to comply with the above, they may be asked to leave the branch group or the venue and will no longer be able to attend group activities.
- has any concerns over the conduct of a volunteer or a member, these should be raised directly and discretely with the branch group volunteer or the branch chair via greenwich@nas.org.uk.