



Support Staff Code of Conduct

The *Support Staff Code of Conduct* has been adopted for the benefit of all ConneXions stakeholders. It is used to define that which constitutes acceptable and ethical behaviour, promote high standards, facilitate a positive experience for individuals taking part in Summit programs, promote safety and well-being, and guide day-to-day practice. Stakeholders include supported individuals and their families, employees, contractors, volunteers and other community partners.

GUIDELINES

All persons directly supporting individuals to attend Summit programming are required to:

1. Clearly understand and respect the differences between professional and personal relationships with clients and will behave in ways appropriate to these differences.
2. Be consistently aware of the individual being supported and remain in appropriate proximity to him or her for the duration of the activity.
3. Keep cell phone and other electronic devices use to a minimum. Remain engaged and interactive with the supported person(s) so as to promote their social and recreational wellness.
4. Initiate redirection if a supported individual is having difficulty in the group situation. This may involve moving away from the group for a short period of time.
5. Possess the skills, training, and ability to intervene and de-escalate situations of a serious nature concerning the person supported, and minimize risk to co-participants and staff, as well as minimize impact on delivery of regular programming (e.g. have a transportation plan should a serious behaviour arise while in the community).
6. Demonstrate consistent professional behaviour while at The Summit as well as while supporting individuals on community excursions. Understand that while participating in community-based Summit outings, you are acting as an ambassador for ConneXions as well.
7. Assist the individual(s) you are supporting to be prepared to participate (i.e. adequate clothing, hygiene during cooking programs). Assist the individual to participate in the activity and actively participate in the activity yourself.

This document is signed by all support staff not directly employed by The North Shore ConneXions Society upon attending Summit programs and is renewed in conjunction with Summit annual memberships.

AGREEMENT

I confirm that I have reviewed and understand The Summit's Support Staff Code of Conduct. I agree to adhere to all requirements contained within this document.

Name: _____ Signature: _____ Date: _____
(Print) (D/M/Y)

The above signed individual has undergone a vulnerable sector criminal record check within the last five years and is clear of any offences

Copy attached

Employer Name: _____ Signature: _____ Date: _____
(Print) (D/M/Y)