Code of Ethics

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1. Overview and Aim

Soundabout trustees, staff, practitioners and volunteers agree to uphold the following principles throughout their work:

- Learning Disabled people first
- Integrity
- Openness
- Right to be safe

Soundabout aim to incorporate these principles into strategies, policies and procedures. This upholds the principles of the Soundabout Constitution, Charity Commission and the requirements of other guidance.

2. Learning Disabled people first

Soundabout aims to continue to deliver their objectives for the benefit of Learning Disabled people and their families.

Soundabout aims to:

- be clear who their participants are and state this clearly, ensuring inclusion
- commit to doing the right thing by individual participants and the charity's purpose
- ensure that the views and experiences of Learning Disabled people are actively listened to and taken into account as part of how the charity operates, facilitating engagement and communication. As we work primarily with Learning Disabled people with complex support needs, our participants cannot always verbally express their views. We therefore rely heavily on advocates to ensure these voices are heard.
- ensure that all relevant policies and procedures are drawn up with the interests of participants – Learning Disabled people and their families - in mind

3. Integrity

Soundabout trustees, staff, practitioners and volunteers aim to uphold the highest levels of institutional and personal integrity and conduct at all times.

This means that Soundabout aims to:

- treat everyone with honesty and respect, building open relationships with everyone who comes into contact with the charity, respecting and valuing individual difference
- ensure they work in a way that reflects the charity's values
- ensure appropriate systems are in place to record-decision making processes and guarantee that all decisions are robust, defensible and free from conflict of interest
- ensure their resources are managed responsibly and their funds are properly protected, applied and accounted for, including policies and procedures to combat the risk of bribery, fraud, and corruption

4. Openness

Soundabout trustees, staff, practitioners and volunteers aim to create a culture and space where everyone who comes into contact with the charity, as well as the wider public, can see and understand how they work, how they deal with problems when they arise and how they address complaints in addition to their legal responsibilities.

Soundabout aims to:

- start from a place of openness and appropriate transparency; aims to share information about how they work, ensuring it is accessible to all.
- produce Annual reports
- promote Soundabout's approach to safeguarding, bullying and harassment
- promote Soundabout's complaints procedure
- establish clear lines of responsibility and accountability for all their work, both internally and externally where applicable
- report relevant incidents and share appropriate information with the responsible regulatory bodies, law enforcement and other statutory authorities where required

5. Right to be Safe

Every person who volunteers with, works for, or comes into contact with Soundabout should be treated with dignity and respect, and feel that they are in a safe and supportive environment.

Soundabout recognises its responsibility to endorse and promote a culture that does not tolerate inappropriate, discriminatory, offensive or harmful behaviour towards any person who volunteers with, works for, or comes into contact with Soundabout, including through social media.

Soundabout aims to be a place where people's well-being and mental health are valued and promoted.

Soundabout aims to:

- ensure that anyone working for, representing or in any way coming into contact with Soundabout understands the expectations placed upon them
- stand against and have a clear approach to prevent abuse of trust and power including bullying, intimidation, harassment, discrimination or victimisation in all their activities, including online activities, and promote a culture that supports the reporting and resolution of allegations, suspicions or concerns about abuse of any kind or inappropriate behaviour
- have training that is relevant and required in expectations of conduct for all Trustees and volunteers, which is regularly refreshed
- ensure that anyone who works or comes into contact with Soundabout has access to proper support and advice if they:
  - experience or witness unacceptable behaviour
  - raise a concern or make an allegation about the actions of others

This policy will be reviewed every three years or sooner if required.

Review

	Date	Completed by
First Written	**2020**	
Updated	**March 2021**	**Philippa Higginbottom**
Agreed		**Adam Ockelford**
Next review date	**April 2023**	**Maryse Degbegni**
Trustee Approval	**July 2023**	**Simon Claridge**
Next review date	**April 2026**	