



CODE OF CONDUCT FOR ADULTS (TRUSTEES, STAFF & VOLUNTEERS)

UPDATED MAY 2026

The Basement Door is a community-based charity that supports young people aged 13-22 in learning new skills, building confidence, and making connections through their passion for music.

Here are some of the things we do:

- We give a platform to young bands to help them build confidence, get support and hone their craft.
- We provide a safe space for young people to see live music and socialise.
- We train volunteers in all aspects of running live music events including events management, sound and light engineering, hospitality, filming and photography.

We are committed to safeguarding and promoting the welfare of all Young People taking part in the charities activities or attending events put on by us and we expect all adults involved with the charity to share this commitment. The following is therefore a code of Conduct for all adults working in or on behalf of the charity.

You Should Always:

- Behave in a respectful, safe and fair manner
- Provide a good example and 'positive role model' to our young people
- Observe other people right to confidentiality (unless you need to report something to the trustees, designated safeguarding lead, etc)
- Treat all members fairly and equally without particular favour.
- Report any Safeguarding concerns to the DSL
- Respect the confidential of our member in regards to issues that relate to them specifically

Report to a Trustee (or in the case of an allegation concerning a Trustee to the Chair of the Board of Trustees):

- Any behaviour or situation which may give rise to complaint or misunderstanding against yourself
- Any difficulties you are experiencing, for example coping with a young person with challenging behaviour, areas where you feel further training may be beneficial
- Any behaviour of other adults which gives you cause for concern regarding a breach in either this code of conduct or the safeguarding policy

You should not:

- Behave in a way that would lead a responsible person to question your conduct or intentions
- Behave in a physical way that could be considered sexual, threatening or intimidating
- Discriminate favourable or unfavourably towards any young person
- Use sarcastic, embarrassing or derogatory language, remarks or jokes
- Receive or retain gifts or payment from members or public (unless intended and passed on as donation to the charity)
- Allow or condone young people to act in an illegal or unsafe manner, e.g. drink or smoking
- Undertake any work with Young People when you are not in a fit and proper physical or emotional state to do so.

Ihave read the above and agree to abide by this Code of Practice

Signed..... Date.....