

## Code of Conduct.

### Mentor:

#### A mentor must:

1. Be a positive role model to a young person
2. Be honest, reliable, punctual and true to their word
3. Be positive in attitude, expression and dealings with young people
4. Know, understand and protect the rights of young people
5. Take notice of a young person's reactions to them and adapt their approach if necessary
6. Consider their own and the young person's safety and security
7. Immediately advise program staff of any concerns or crisis regarding the young person
8. Respect the privacy of other mentors and young people, and the confidentiality of information acquired during mentoring activities
9. Respect the rights and responsibilities of the young person's family or carers, their teachers, school and any professional person working with them
10. Encourage the young person without a hint of coercion
11. Continue to build their mentoring skills by attending relevant training and support sessions
12. Abide by the law, and comply with any and all applicable policies and procedures of the Mentor Program.

Note: A 'crisis' is any event that is, or may lead to, an unstable and dangerous situation.

A 'high risk activity' is an activity that exposes participants to a high level of danger (e.g. riding a motorbike, horse riding, some water activities, extreme sports and adventure activities).

#### A mentor must not:

1. Impose their opinions on a young person
2. Give or loan money to a young person
3. Engage in intrusive conversations with a young person's family or carers, their teachers, school or any professional person working with them
4. Engage in mentoring or program activities while affected by drugs or alcohol, or smoke around young people
5. Wear inappropriate clothes while engaged in mentoring activities, including clothes displaying slogans or images of sex, violence, drugs, discrimination or advertising alcohol
6. Transport a person who is not a Mentor Program participant in any vehicle, for any reason (e.g. a young person's friend or family)
7. Take a young person on a high-risk activity, or engage in a high-risk activity with a young person unless appropriate parental permission and organisation insurance have been approved prior to the activity
8. Attempt to deal personally with a crisis involving the young person
9. Enter into a sexual or other inappropriate relationship with a young person or their family/guardian or friends
10. Administer any form of punishment (e.g. confiscating personal items, physical or corporal punishment or verbal reprimand) on a young person.

References: YACVIC <http://youthmentoringhub.org.au/policies-procedures/young-people-mentors-staff/>



## Mentoring Code of Conduct

### Mentee:

#### A mentee/young person must:

1. Be honest, reliable, punctual and true to their word
2. Respond to a mentor's messages or attempt to make contact as soon as possible
3. Respect the rights and responsibilities of the mentor
4. Respect the privacy of personal information about mentors, other young people and program participants
5. Consider the safety and security of themselves, other young people, mentors, program participants and program staff
6. Let their parents or carers or program staff know if they have a concern about the program or their mentor
7. Abide by the law and comply with all applicable policies and procedures of the program.

#### A mentee/young person must not:

1. Engage in unreasonably risky or aggressive behaviour
2. Dress in inappropriate or overly exposing clothing
3. Be under the influence of drugs or alcohol or smoke during mentoring or other program activities
4. Ask a mentor to loan or give them money or expect them to always pay for food, drinks or activities
5. Try to deal alone with a problem or crisis – program staff must be informed immediately about any problem or crisis
6. Ask a mentor to take another person to a destination.

Reference: YACVIC. Code of Conduct -Policy <http://youthmentoringhub.org.au/policies-procedures/young-people-mentors-staff/>