

Landscape

This code of conduct shall have effect subject to any statutory provision which may be submitted to this section. It is not the intention of the code of conduct to contradict or vary the terms and conditions of employment of any staff member.

General note: Respect & Dignity

Landscape aims to provide an environment which is free from discrimination. It is the organisation's expectation that all trustees, employees, volunteers etc act in such a way to respect each other and the organisation's users/clients. All individuals should be treated with dignity and respect.

1. Scope

This code of conduct applies to all workers and Trustees. Any breach of this code of conduct shall be dealt with under either the disciplinary or grievance procedures, as appropriate. Because of their different status within the organisation, different procedures apply to trustees and to employees, and this is reflected throughout this Code.

2. Organisational Policies and Procedures:

All workers and trustees should act in accordance with the agreed policies and procedures of Landscape.

3. Confidentiality

All workers and trustees should observe confidentiality in respect of any discussions with other individual workers or trustees about their professional and personal problems and difficulties, except where there is an overriding concern and responsibility for clients or the organisation.

4. Worker dissatisfaction

If a worker experiences any concern or dissatisfaction regarding a co-worker's work or standards of work, the worker should make use of the organisation's grievance procedures. In

cases of harassment, or where the worker has a reason to believe that they may be at personal risk, they may use the organisation's harassment and bullying procedure.

4.1 If a worker experiences any concern or dissatisfaction regarding a trustee, this should be raised within the confines of the grievance procedure.

5. Denigration of colleagues

Trustee and workers should not denigrate colleagues in the presence of third parties, nor adversely criticise a colleague in the presence of others save in the context of the appropriate procedures.

6. Organisation Reputation

Trustees and workers should not seek to undermine, outside constitutional procedures, agreed policy of Landscape, nor work against the interests of the organisation, nor seek to bring the organisation, its officers, its workers or its members into disrepute.

7. Discrimination

Trustees and workers should not harass, discriminate against or oppress any group or individual by reference their religion, race, gender, sexuality, disability, age, health, political beliefs, or any other grounds.

7.1 Trustees and workers should be committed to providing services to its members that do not discriminate on the above grounds, and to providing services that will positively contribute to the elimination of discrimination.

8. Breaches of Code

Any breach of this code of practice by a worker will be dealt with under the disciplinary procedure.