Forth Valley & Lomond Youth Local Action Group (YLAG)

Code of Conduct Version 3.0 (June 2025)

Welcome

This document outlines how the Forth Valley & Lomond Youth Local Action Group (FVL YLAG) promotes respectful, inclusive, and collaborative ways of working. Our Code of Conduct ensures FVL YLAG is a safe and empowering space for everyone. All members are expected to uphold these values during meetings, events, and group activities to foster a positive and welcoming environment.

Applicability - Individuals Under the Code

This Code of Conduct applies to all FVL YLAG members and participants in FVL YLAG events and activities.

Good Conduct (Best Practice)

To support a respectful, inclusive, and welcoming environment, FVL YLAG members co-created a 'Group Agreement' on 16 April 2023. It outlines how we expect all members to treat one another and work together, both during meetings and across all FVL YLAG activities. The agreement is shaped by 'sociocracy', a peer governance model based on consent, active listening, and feedback, helping to ensure that everyone has a voice in decisions and that our actions reflect shared values and priorities.

Non judgemental
Allow people to finish their flow
Being open minded
Be open to being challenged
Considering ideas holistically
Balance discussion, accepting that there may be tension
Be compassionate
All questions are valid
Ensuring everyone is involved (make space for everyone)
Understanding different experiences
Be honest about what is important to you

Communication Channels

FVL YLAG uses a number of official communication channels, including a Group WhatsApp, Zoom for monthly meetings, and in-person gatherings for workshops and events. To ensure safeguarding, all communication between members under 18 and those over 18 must take place only through these approved channels.

Meetups and Interactions:

When meetings or travel involve both under 18s and over 18s, safeguarding must be prioritised. Any in-person meet-ups should take place in public spaces and must include at least two people in addition to the under 18. Therefore one-to-one meetings between an under 18 and an adult are not permitted.

For events and residentials, members who are under 18 may be required to arrange their own transportation to and from the venue. When car sharing is necessary, under 18s must

never travel alone with an adult. To ensure safety, there should always be at least two under-18s or at least two adults (over 18) present in the vehicle. These measures are in place to maintain a safe and comfortable environment for all members during travel.

Additionally, a risk assessment will be carried out ahead of any FVL YLAG event, outing, or residential to identify and address potential risks.

Alcohol Policy

Members under the age of 18 must not consume alcohol at any FVL YLAG events, including social gatherings and residentials.

If alcohol is present at events where both under 18s and over 18s are attending, it must be managed responsibly. Clear boundaries will be set in advance to ensure a safe and inclusive environment for all participants, and alternative, age-appropriate options will always be provided.

Residentials

All members are expected to uphold the Code of Conduct during residentials, with particular consideration for the inclusion and safeguarding of members under 18.

Under 18s must be appropriately supervised at all times. A designated responsible adult will be present during the residential, and a secondary (off-site) contact will also be assigned. This backup contact will hold participant information and be available in case of emergencies.

Clear behaviour expectations, aligned with this Code of Conduct, must be upheld during all residentials to ensure a safe, respectful, and inclusive environment for all participants.

First Aid

The FVL YLAG is committed to keeping all of our members safe. Thus, at least one trained first aider and a first aid kit will be present at all FVL YLAG events

Event Restrictions

FVL YLAG strives to be inclusive, certain events may be restricted to participants aged 18 and over.

Breach of Code Process

If a member is believed to have breached the Code of Conduct, their behaviour will be reviewed by an FVL YLAG facilitator. Where appropriate, supportive steps will be taken to address the issue. In cases of serious or repeated breaches, the individual may be asked to leave the group.

Members are encouraged to raise any concerns or report breaches to a facilitator as soon as possible. All reports will be treated confidentially and handled with care to ensure a fair and supportive process.

I have read and agree to abide by this FVL YLAG Code of Conduct.

Name:

_____

Signature:

_____

Date:

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