

The St Albans Folk Festival Code of Conduct requires volunteers to:

- Be mindful at all times that we are guests of the St Albans Community and show our appreciation for their hospitality in all that we do;
- Display a positive, friendly and approachable manner;
- Display respect and acceptance to all, ensuring an enjoyable, fun, safe experience that embraces diversity regardless of race, age, religion, appearance, gender or sexuality;
- Support a positive working environment free from intimidation, bullying, ridicule, harassment and abuse;
- Be mindful of, and responsive to, circumstances/situations/issues that demand attention;
- Be conscious of your own safety and the safety of others. Only perform tasks that are within your capabilities. If you need assistance ask your team leader, venue manager, Volunteer Coordinator or other volunteers.
- Use sound judgement and common sense to recognise and resolve issues that can be resolved immediately and report immediately where necessary, any issues that need to be dealt with by Team Leaders or Venue Managers;
- Contact the relevant Team Leader, Venue Manager or Volunteer Coordinator if they are experiencing any difficulties in undertaking their duties, working with fellow colleagues or if they hold concerns about any events that are happening;
- Use respectful communication when dealing with others;
- Comply with all relevant State and Commonwealth legislation, laws and regulations;
- Not be under the effects of drugs or alcohol when undertaking volunteer duties;
- Adhere to the principles of privacy and confidentiality and not disclose any information, contracts, documents, resources or personal details to any third party whilst associated with St Albans Folk Festival or at any time thereafter, unless required to do so by law.

Individuals are accountable for their own actions and decisions and must act in accordance with the *Human Rights Act 2004* and all other applicable laws.