GOLDEN SQUARE POOL INC.

14a Maple Street, Golden Square, Victoria 3555

VOLUNTEER AND EMPLOYEE CODE OF CONDUCT

Golden Square Pool is a community run organisation dedicated to providing a welcoming, friendly, clean and safe swimming pool and surrounds. Volunteering and employment at the Golden Square Pool is subject to the observance of the organisation's rules and procedures. The actions outlined below are **strictly prohibited**. Any volunteer or staff member who violates this code of conduct will be subject to discipline, including removal of work as a volunteer or staff member, and possible police action (depending on said misdemeanour). Volunteers and employees will not be able to commence aspects of their role until this code of conduct is signed.

The following actions are **strictly prohibited**:

- Abusive language towards staff members, fellow volunteers and patrons
- Possession or use of alcohol or illegal drugs on premises (including smoking normal cigarettes or vaping) or volunteering under the influence of Alcohol or Drugs
- Bringing dangerous or unauthorised materials onto the premises
- Discourtesy or rudeness to a fellow volunteer, staff member or patron
- Verbal, physical or visual harassment of another volunteer, staff member or patron
- Actual or threatened violence towards any individuals or group
- Conduct endangering the life, safety, health or wellbeing of others
- Failure to follow any of Golden Square Pool's policies or operational procedures (for example, allowing non rostered people into kiosk and not wearing appropriate attire i.e. bathers are to be covered whilst volunteering in kiosk)
- Bullying or taking unfair advantage of any other persons or groups
- Failure to cooperate with a staff member, the Senior Lifeguard, a member of the Committee of Management, or person with a position or responsibility
- Failure to follow the instruction of a staff member, the Senior Lifeguard, a member of the Committee of Management, or person with a position or responsibility
- Removal of pool property including, money, food items or pool supplies
- Undermining the reputation of the Golden Square Pool, fellow volunteers, staff, patrons or Committee of Management members by inappropriate/inflammatory comments either made in person (written or verbal) or on Social Media
- Failure to provide a current Working with Children Check and National Police Check

I have read and understand the Golden Square Pool's volunteer and employee code of conduct.

I agree to abide by the rules described above and understand that I may be removed as a volunteer member if I violate any of these rules.