



CODE OF CONDUCT

All Anderida employees follow a staff conduct policy laying out expectations of how employees conduct themselves within work and the community. This 'Code of Conduct' both supports and enhances those expectations, providing an ethical framework for leaders in the organisation. No policy can cover every single situation, this document is designed to provide a set of principles, and characteristics that leaders in the company will fulfil and to guide them through challenging situations.

This code is underpinned by our outlined values;

- Community
- Respect
- Innovation
- Respect
- Responsibility
- Empowerment

Colleagues can expect leaders in Anderida to embody;

Integrity: We will act in good faith, with the best interests of all at heart. This will be done in a sensitive, clear and transparent manner. We will refuse all invites to gossip or conversations that demean others.

Respect: We should treat all of our colleagues fairly, equally and with courtesy and kindness. We will encourage people to express their opinions and ideas ensuring the organisation is inclusive. We will use other people's input to reflect, change or improve our own practice.

Courage: We will have the courage to share thoughts, feelings and new ideas, challenging others in respectful and peaceful ways. We will encourage continuous growth, individually and as a community. We will take decisions that may be difficult, but that are right. We will ask for help and admit mistakes. We will put aside fears to act in the best interests of young people.

Honesty: We will be honest with ourselves and with others. We will examine and reflect on actions and behaviours and ensure that there is clarity around motives.

Trustworthiness: We will take time to see things from other perspectives, keeping communication open and regular with all within the organisation. We will build on relationships with colleagues, meeting our commitments, reflecting on mistakes, and contributing to moving

forward. We will view ourselves as part of a team and not act in isolation or contradictory to the organisational objectives.

Compassion: We will offer our knowledge and assistance with an open mind and sensitivity, respecting others expertise and experiences. We will notice and acknowledge strengths and positive attributes of others and not use their vulnerabilities to undermine their confidence.

Authenticity: We will act from the heart and mind, not adversely compromising ourselves to fit in with other perceptions. We will role model the behaviour we seek from others.

Self-Control: We will consider actions, and motives, ensuring that decisions are not impulsive or re-active and can be justified. When we are struggling with emotions, we will seek the help of others to help us act with wisdom and professionalism. We will carefully consider whether our conduct or activities outside of work would have an impact on our suitability to do this job, whether it may impact on our relationship with our colleagues or young people, and take seriously if our conduct could result in reputational damage to the management team or to the company.

Responsibility: We will be accountable and take responsibility for our actions and consider the impact on others. When we are not able to fulfil our duties for any reason, we will reach out to others who can help us make plan's so that those who rely on us are not affected. We will access support when we need it. We will be mindful of our emotional health and role model utilising healthy coping skills to improve our resilience and wellbeing. We will recognise responsibility as an honour and sign of others trust in us.