



UNLOCKING POTENTIAL... OPENING OPPORTUNITY...

# ETHICAL POLICY

## incorporating Ethical Fundraising

Policy adopted by trustees 13 May 2019 as Ethical Fundraising Policy

Reviewed, approved and renamed by trustees 18 May 2022



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# POLICY STATEMENT

At their meeting on 13 May 2019, the trustees of The Door Youth Project (“The Door”) agreed to adopt the Charity Ethical Principles drafted by the National Council for Voluntary Organisations (NCVO), which are presented in full below. In May 2022, The Door reviewed its Ethical Policy to ensure that it remained in accordance with the NCVO’s principles, which it does due to the same NCVO principles remaining in place since The Door’s May 2019 meeting.

The Door agrees to uphold the following principles throughout its work:

## 1. BENEFICIARIES FIRST

Charities have a responsibility to carry out their purposes for the public benefit.

The interests of their beneficiaries and the causes they work for should be at the heart of everything charities and those who work and volunteer in and with them do.

To uphold this principle, we should

- Be clear what our purpose is and who our beneficiaries are.
- Carry out our purpose to provide the greatest benefit to our beneficiaries and their cause, regardless of whether this might initially have a negative impact on the reputation or operation of the charity or its leadership.
- When working with beneficiaries, ensure that their views and experiences are actively listened to and taken account of as part of how the charity operates, facilitating engagement and communication.
- Ensure that all relevant policies and procedures are drawn up with the interests of beneficiaries in mind.

## 2. INTEGRITY

Charities and those who work and volunteer in and with them should uphold the highest level of institutional integrity and personal conduct at all times.

To uphold this principle, we should

- Ensure appropriate systems are in place to help guarantee that all decisions are robust, defensible and free from conflicts of interest.
- Consider the effect of activities conducted in private life on the reputation of the charity and of charities generally.
- Ensure that our resources are managed responsibly and our funds are properly protected, applied and accounted for, including policies and procedures to combat the risk of bribery, fraud, corruption and extortion.
- Exercise due diligence in understanding the ethical standards of commercial partners and individuals, to seek support or collaboration from those with ethical values that are

consistent with those of the charity.

- Be sensitive to the impact of our activities on both the natural and human environment by
  - making responsible use of our resources
  - adopting sustainable working practices
  - undertaking initiatives to promote environmental responsibility.

### **3. OPENNESS**

Charities should create a culture and space where donors and supporters, as well as the wider public, can see and understand how they work, how they deal with problems when they arise and how they spend their funds.

To uphold this principle, we should

- Operate a presumption of openness and transparency. Subject to complying with existing legal and regulatory requirements, charities should be willing to share information about how they work, ensuring that it is easily accessible.
- Publish
  - annual reports: this should include a section explaining how the charity's purpose and values are being fulfilled
  - our approach to safeguarding, bullying and harassment
  - our complaints procedure
  - our whistleblowing policy.
- Establish clear lines of responsibility and accountability for all our work, both internally and externally where applicable.

### **4. RIGHT TO BE SAFE**

Every person who volunteers with, works for or comes into contact with a charity should be treated with dignity and respect, and feel that they are in a safe and supportive environment.

All charities have a responsibility to create an inclusive culture that does not tolerate inappropriate, discriminatory, offensive or harmful behaviour towards any person who works for, volunteers with, or comes into contact with the charity.

Charities should also be places where people's wellbeing and mental health are valued and promoted, so that anyone working in the charity or coming into contact with the charity is encouraged to value and invest in their own health and wellbeing.

To uphold this principle, we should

- Stand against and have a clear approach to prevent abuse of trust and power including bullying, intimidation, harassment, discrimination or victimisation in all our activities.
- Create a culture that supports the reporting and resolution of allegations, suspicions or concerns about abuse of any kind or inappropriate behaviour.
- Ensure that anyone working or volunteering for the charity understands the expectations placed upon them, and provide the relevant training to support them in meeting their responsibilities.

- Ensure that anyone who works or volunteers in the charity has access to proper support and advice if they
  - experience or witness unacceptable behaviour
  - raise a concern or make an allegation about the actions of others
  - don't feel safe.

**Note**

The Charity Ethical Principles noted above set standards that are often higher than those required by law. However, the Principles cannot override the legal obligations of charity trustees and those who work in charities.