



ETHICAL POLICY

1.0 Introduction & Purpose of this Policy

This policy has been created to provide a framework and guidance to Stretford Children's Theatre (SCT's) approach to achieving and maintaining its standard of behaviour by means of sound ethical conduct. The purpose of this Ethical Policy is to maintain a culture of openness, trust and integrity in SCT's practices.

This Ethical Policy seeks to reflect our philosophy as follows:

2.0 STRETFORD CHILDREN'S THEATRE'S PHILOSOPHY: why we do what we do

To build a valued community organisation that is well-known for its high quality, inclusive, participant-led performing arts offer; an environment where everyone feels valued and supported to unlock talent and reach their potential.

Our values, below, inform our work and guide our attitudes and behaviours:

Values

Creativity
Diversity
Equality
Inclusivity
Respect
Honesty
Aspiration
Ambition
Collaboration

Behaviours and attitudes:

Personal Responsibility
Listening
Achievement
Confidence
Inspiring
Nurturing
Friendship
Support
Positivity
Fun

Through implementation of this policy, we hope to increase our positive impact and minimise or eradicate our negative impact on the environment and society.

3.0 Our Ethical Policy

This document exists to provide a guideline as to what ethical standards govern the types of business or other associations we will be prepared to support or work in partnership with. It also reflects the concerns of our customers and stakeholders as we understand them.

3.1 Our beliefs

The following is a list of SCT's beliefs, which are used to measure the ethics of our activities:

3.1.1 SCT believes in the universal rights of the child in line with the Convention of the Rights of the Child (UNICEF) which promotes that children (up to 18 yrs) benefit from special protection measures and assistance; have access to services such as education and health care; can develop their personalities, abilities and talents to the fullest potential; grow up in an environment of happiness, love and understanding; and are informed about and participate in, achieving their rights in an accessible and active manner;

3.1.2 SCT believes in international standards of human rights and thus supports the principles of the Universal Declaration of Human Rights: the Universal Declaration of Human Rights commits all members to the 'promotion of universal respect for and observance of human rights'. Including freedom from torture, unjustified imprisonment, unfair trial and other oppression and freedom of expression, religion, and political or other representation;

3.1.3 As such and in support of the Universal Declaration of Human Rights SCT will not work with any individual/ organisation/business/association which it knows fails to uphold basic human rights;

3.1.4 SCT believes in humane working conditions;

3.1.5 SCT believes in fair and equitable employment;

3.1.6 SCT believes in the support of fair trade;

3.1.7 SCT believes in animal welfare;

3.1.8 SCT believes in the pursuit of ecological sustainability.

3.1.9 Overall, we wish to promote individual and collective creativity that contributes to both the local and global community and wishes to work in conjunction with others rather than profiting from them. Simultaneously SCT wishes to maintain a standard of business practice by which others may be able to judge us trustworthy, honest, reliable and environmentally and socially responsible.

3.2 Recruitment

When recruiting, SCT aims to consider and enact:

- Fair recruitment processes to encourage a diverse workforce and enabling everyone to compete with equal opportunity;
- Fair pay: we pay above (the equivalent hourly) UK Theatre and the Artist Union England's rates for theatre professionals/artists; and pay over the National Living Wage for hourly paid work. We are committed to reviewing our pay and acting upon our findings by the end of 2019/20.
- Fair working hours, working to the Working Time Regulations 1998 (amended 2007).

Our **Single Equalities Policy** also includes more detailed information about our fair recruitment practices.

3.3 Our Activities

In the development and delivery of creative ideas, SCT aims to consider our collaborators and partners' (venues, festivals, programmers etc) environmental impact, working conditions, fair pay, relationships with funders etc

3.4 Fundraising

SCT is a registered charity (no. 1175334).

In order to guarantee the availability of on-going funds to resource its work and fulfil our charitable purposes, SCT aims to maintain a broad base of different sources of funding. SCT does and is likely to continue to receive funding from statutory bodies, private charitable trusts/foundations, corporates/businesses and individuals.

Our Board must always act in the best interests of the charity when deciding to accept or refuse a grant, donation or sponsorship. We will act with due diligence, assessing how well funders/potential funders meet our charitable objectives.

We have paid the Fundraising Regulator's levy and agree to abide by its code of practice, which is detailed here <https://www.fundraisingregulator.org.uk/code>

In line with the Fundraising Regulators' key principles and behaviours of a fundraising organisation, we want to be open, honest and respectful.

We will comply with relevant law and regulations, including the Proceeds of Crime Act, Data Protection, Tax and Gift Aid legislation, and Charity Commission guidance.

We consider potential donations and sponsorships individually and do not maintain a specific list of requirements and exclusions. Any donations and sponsorships must:

- support the charitable objectives of SCT
- reflect the values and behaviours of SCT (as above)
- not influence SCT's artistic decisions

Our Board is responsible for ensuring donations and sponsorships meet the above criteria. If anyone has any concerns around a donation or sponsorship, these are to be raised with the Chair of the Board for further enquiry.

Where there is concern in relation to the criteria, and in accordance with the Code of Fundraising Practice, we will undertake due diligence to establish the legitimacy of the donation or sponsorship. This may include requirement of proof of identity and proof of the source of funds. Our general research, in accordance with Data Protection guidelines and SCT's Privacy Policy, may include reference to HM Treasury and Office of Financial Sanctions list and Companies' House database of disqualified directors.

Concerns may also be made about any donation or sponsorship when they have reasonable

grounds for believing that an individual lacks the capacity to make a decision to donate, and must not exploit vulnerable circumstances of any donor.

Should the circumstances of the donor or sponsor change at any point during the relationship with SCT, we reconsider the donation or sponsorship against these criteria.

The Board takes ultimate responsibility for accepting or refusing a donation or sponsorship. It is their responsibility to act in the best interest of the Charity when accepting gifts.

SCT will consider conflicts of interest in relation to donation and sponsorship from members of the Board.

3.5 Donation and Sponsorship Refusal

3.5.1 Where SCT's Board is concerned about a donation or sponsorship, they may seek the views of the Charity Commission or an order from the Charity Commission sanctioning their decision.

3.5.2 If SCT's Board ultimately decide to refuse a donation or sponsorship, a careful record of the Board's decision, and the reason for it, must be kept.

3.5.3 SCT will actively pursue funding and support from organisations that make a positive social, cultural or environmental impact.

3.6 Partnerships/Associations

3.6.1 SCT aims to be in partnership or association with individuals and organisations that are working towards the same or similar aims. SCT will not work in partnership or association with any individual or organisation, either company, statutory, voluntary or community-based, whose primary activities are directly contrary to our aims.

3.6.2 SCT recognizes that its Partners and Associates (including arts and higher education organisations, and individual artists) may receive funding from organisations or individuals whose activities run contrary to our aims. In such circumstances, SCT will share this Policy with the relevant Partner/Associate and ensure that the partnership or association with SCT is not directly related to, or publicly associated with the funder/sponsor who runs contrary to our aims.

4.0 Implementation of this Policy

The Board are accountable for implementing this policy. We will do this in the following ways:

- 'Check-in' about the policy every 6 months at planning meetings. Any concerns raised will be added to the agenda for the next quarterly Board meeting, unless more serious and urgent action is required (e.g. change in legislation, news story etc).
- We have developed a Complaints Procedure which anyone can follow. This is also available on our website.

5.0 Monitoring

All sessional workers, volunteers, Trustees and regular collaborators will have access to this document and encouraged to read it and act upon it.

5.1 This procedure as a whole will be reviewed every 2 years, or more frequently should changes in legislation require us to do so or where a complaint or monitoring show a need.

5.2 All of SCT's policies are also reflected upon at agreed intervals by the staff team when carrying out an annual review of the organisation's activities and impact.

5.3 Any changes in policy are to be made with the agreement of the Board.

5.4 This policy has been approved by our Board on 20.3.19

Shelly Quinton-Hulme, Chair & Trustee of SCT

Signed:

S. Quinton-Hulme