

# Friends of Belham (FoB)

## ETHICAL POLICY

Last reviewed: 28/02/2022

### Introduction

FoB's values are aligned with those of the school.

- Outstanding Learning: FoB's charitable objective is to advance the education of pupils in the school in particular by developing effective relationships between the staff, parents and others associated with the school.
- Glittering Curriculum: FoB seeks to fund a wide range of experiences in the school, for example STEM, music & arts, sports, and school trips. This ethos also extends to the events and activities that FoB organises itself.
- Everyone Matters: FoB values inclusiveness and is mindful of its broader impact on society and the environment.
- Heart of the Community: FoB seeks to build community links, for example by supporting local businesses and opening our events to the community where feasible.

FoB believes that we should champion ethical behaviour and reflect and apply our values in any activity we undertake, in addition to meeting the legal and regulatory requirements expected of us. However, recognising and resolving ethical issues and conflicts are sometimes matters of judgement. For this reason it is important that we have a framework of ethical standards through which we will assess business partnerships, procurement, funding, and proposed events/activities.

This policy document outlines FoB's ethical responsibilities. All FoB trustees and FoB volunteers have a responsibility to be aware of and understand the ethical issues referred to in this policy.

### Inclusiveness

FoB strives to ensure that the views and experiences of members and beneficiaries are actively listened to and taken into account, and that the school's diversity is represented, including race, gender, sexual orientation, religion, culture, disability, and socioeconomic status.

FoB recognises that there can be a tension between its goals of raising resources for the school to advance the pupils' education and nurturing the wider school community. The majority of FoB's revenue is sourced from its own members (specifically parents of children at the school), who will all have different circumstances. FoB will strive to host a mix of events so as not to consistently exclude parents from participation on the grounds of cost or other reasons (for example alcohol consistently being served). The mix of events will be assessed against this goal at the annual event planning stage and at any point where new fundraising ventures are proposed.

Everyone who volunteers with FoB or comes into contact with us should be treated with dignity and respect and feel that they are in a safe and supportive environment. FoB have a responsibility to create an inclusive culture that does not tolerate inappropriate, discriminatory, offensive or harmful behaviour.

We should also be a place where people's wellbeing and mental health are valued and promoted. The FoB Committee and lead organisers for events will be respectful of volunteers' time and other commitments and be as accommodating as possible.

FoB will take care not to use any images or words that intentionally cause distress or anxiety.

FoB will take care not to cause nuisance or disruption to the public.

### **Sustainability**

Sustainability is integral to FoB's activities. FoB will seek to inspire and empower pupils to raise environmental awareness, improve the school environment and engage the whole school and wider community wherever possible. We will promote and support biodiversity, healthy oceans, good air quality and responsible water and energy usage through our activities.

FoB will consider the environmental impact of each planned activity (including fundraising ventures) and mitigate this impact wherever possible.

We will strive for sustainability to be a key tenet of procurement. Where possible this will include sourcing recycled, re-used or secondhand items from local suppliers. We will consider the lifecycle of purchases and seek to extend the longevity of FoB assets, disposing of them responsibly (recycling and reusing) when appropriate. We will avoid single-use products. We will actively promote recycling and discourage the use of single-use plastics at all our fundraising events. We will be conscious of water and energy usage and conserve both wherever possible.

We also strive to support local businesses in our procurement decisions, not least as our members and beneficiaries live locally.

All our fundraising communications will be digital where appropriate and consideration will be given to the environmental impact of marketing campaigns (for example purchasing reusable banners in the place of single use ones, and using paper posters in protected poster cases instead of lamination).

### **FoB's Supporters**

FoB will not raise donations using overly aggressive tactics that would in any way lead donors to feel pressured or uncomfortable.

FoB will provide its supporters with clear, truthful information on FoB's work. FoB will openly report how we spend our funds and will make available key financial information on request. We will comply with the Charity Commission and UK law in every respect, including those regarding openness and honesty with our supporters and members of the public. FoB committee meetings will be open for the whole school community to attend, with advance notice given in the Belham Buzz.

We will respect the privacy and contact preferences of all donors and will manage donors' information responsibly and in line with the General Data Protection Regulation (GDPR). We will respond promptly to requests to cease contacts or complaints and act as best we can to address their causes.

### **Refusal and Acceptance Criteria**

The responsibility for the judgement on whether FoB should refuse a donation or business partnership lays with the FoB Committee. As a charity we have a duty not to decline partnerships or funding which will help us achieve our charitable objectives without good reasons for doing so.

FoB will not undertake business with companies or individuals who participate in activities which could cause detriment to the charity's reputation and disproportionately decrease the amount of donations FoB receives.

Where it can be reasonably ascertained, FoB will not accept donations from any organisation or individual who has generated a material amount of their turnover or wealth through activities that harm children's

educational prospects or the local community; or if the donor is known to be associated with criminal sources or illegal activity.

However, FoB does not screen individuals' donations by their employers, including matched corporate donations that may be received as part of an individual's fundraising efforts, as this is outside the scope of this policy and the capacity of the charity.

Where we know or have good reason to believe that a supporter lacks capacity to make a decision to donate or is in a vulnerable circumstance which means they may not be able to make an informed decision, we will not accept the donation.

### **Business partnerships**

Business partnerships can provide much needed support to achieving FoB's charitable aims and objectives. However, these partnerships must not compromise this ethical policy.

FoB will not promote any companies or brands that can be reasonably ascertained to be linked to activities that harm children's educational prospects or the local community.

FoB will not directly endorse products or services. Where a product or service is promoted by FoB in connection with a third party, the nature of the relationship will be made clear to parents. FoB will make it clear that it does not seek to recommend that product or service above that of another provided by a third party with whom FoB does not have a relationship.

### **Approval of Grants to the School**

Responsibility of approving grants to the school lies with the FoB Committee. The Committee will take into consideration the views of its members and the ethical framework set out in this document. If a school proposal for grant funding raises ethical issues on the grounds detailed elsewhere in this document (for example sustainably or inclusiveness) or does not clearly advance the education of the pupils, the Committee has a responsibility not to approve the grant before the issues are resolved.

### **Supporting External Charities**

From time to time FoB may fundraise for other charities whose goals are in alignment with our own. For events where this is the case, FoB will always make this clear to participants and state the proportion of proceeds earmarked for donation to the other charity.

Before approving the decision to fundraise for an external charity, the Committee will undertake reasonable checks and ensure it aligns with FoB's charitable goals (i.e. an emphasis on children's education and/or supporting the local community) and ethical standards. The committee will not approve fundraising for external charities that could cause detriment to FoB's reputation and disproportionately decrease the amount of donations FoB receives.

### **Restricted donations**

Unrestricted donations are valuable to FoB as they enable us to fully fund the broad range of ongoing commitments FoB makes to the school. If supporters wish to donate to a specific FoB campaign (for example to The Lane or The Makers Room), they may make a restricted donation via JustGiving or by providing written instructions with their donation to [friendsofbelham@gmail.com](mailto:friendsofbelham@gmail.com). We will always respect this.