

# BBC SAFEGUARDING CODE OF CONDUCT

**By working for, or on behalf of, the BBC, you are required to:**

1. Always prioritise the safety of children and vulnerable adults.
2. Act within professional boundaries; ensure that all contact with children and vulnerable adults is essential to the project you are working on.
3. Avoid using personal mobile devices and equipment when interacting with children or vulnerable adults (BBC equipment should be used where available); where this is unavoidable, ensure you hide your mobile caller ID and only use a suitable, business email address for communication via parents.
4. Never give out your personal details; do not ‘friend’ or ‘follow’ children or vulnerable adults on social media, even if they have an adult- monitored or ‘approved’ account. This is for you protection as well as theirs.
5. Do not assume responsibility for a child or vulnerable adult; if a child needs care, alert the parent or chaperone. Only undertake caring responsibilities in an emergency.
6. Behave appropriately, including the use of suitable language, at all times.
7. Listen to what you are being told and don’t patronise; show respect and avoid favouritism.
8. Treat children and vulnerable adults fairly, without prejudice or discrimination.
9. Remember, the people you are working with are children or vulnerable adults first, and contributors or participants second. Their wellbeing is your priority.
10. Report concerns about the welfare of a child or vulnerable adult, or the behaviour of an adult, to your production safeguarding point of contact, or directly to the BBC Safeguarding Team.



[www.bbc.com/safeguarding](http://www.bbc.com/safeguarding)