



Positive Environment Guidelines & Code of Conduct

Our Mission

We deliver a fully integrated psychological and spiritual process for the healing of men and women suffering the impact of traumatic experiences in a safe, confidential and spiritual retreat programmes. We offer a tender cleansing of soul-shattering wounds leading to increased dignity, hope and positive living by decreasing shame, isolation and stigma which accompanies symptoms of post-traumatic stress disorder related to sexual, emotional, physical and spiritual abuse trauma and other distressing life events.

Organisational Context

In pursuing our goals, Grief to Grace is committed to upholding the highest ethical and moral standards and to legal compliance. Our programme Grief to Grace is available in England, across the United States of America, Australia and parts of Europe.

Grief to Grace requires all involved with our mission (including trustees, staff, volunteers, benefactors and any party representing Grief to Grace) to adhere to the same standards. The following Code of Conduct is designed to preserve our tradition of professionalism, integrity and credibility within the Church and the communities in which we reside. It should be read in conjunction with our Safeguarding policy and our Ethics of Compassion documents.

Code of Conduct

A Respectful Environment

Our ministry is one that is sensitive to the workings of Divine Providence as each individual responds to God's invitation to heal. We promote a culture of fair practices, diversity and learning applied to joyful, real work that achieves results. In all our undertakings we want to make clear that discrimination and harassment will not be tolerated.

Fair Practices and Diversity

We believe that diversity and inclusion in our work are critical for success in a ministry of healing. We work to create sincere relationships, where all experience professional etiquette and where responsible finance is practiced. Each individual deserves to be treated with mutual respect and dignity where health and balance of the whole person are encouraged. We are fully committed to equal opportunity and compliance with the laws regarding fair practices and nondiscrimination.

Discrimination and Harassment

Our healing ministry seeks to promote an environment where diversity and inclusion are embraced and where our differences are valued and respected. We prohibit all forms of discrimination, harassment or intimidation that are unlawful or otherwise violate our policies whether committed by or against any of our associates. Retaliation against individuals for raising claims of discrimination or harassment, or participating in the investigation of a claim, is prohibited.

If you believe that you are subjected to discrimination or harassment, or if you observe or receive a complaint regarding such behaviour, you should report it.

Sexual Harassment, Assault & Misconduct Policy

The Grief to Grace Charity is committed to protecting the personal dignity and well-being of every person involved with our ministries. Sexual harassment, sexual assault and/or other form of sexual misconduct are antithetical to that commitment. Grief to Grace absolutely prohibits any and all forms of sexual misconduct as part of anyone using our retreat programme.

Reporting or Raising Concerns

This Charity is committed to investigating all incidents involving violations of our policies. Anyone who becomes aware of violations must immediately advise the persons listed below:

Primary Contact: Peter Sebastian	Phone Number	07921 667679
Secondary Contact: Daniel Weatherley	Phone Number	07941 652942

When to advise: **As soon as possible** and within a maximum of 48 hours.

Notice of an alleged incident should be given as soon as possible by the most convenient means to reach the persons listed above. Prompt notice will greatly assist in the investigation of the alleged incident.

Confidentiality

Anyone can discuss alleged incidents of violations with complete trust in Grief to Grace as a confidential resource. We will honour all confidentiality requests to the extent permitted under applicable law. If a complainant requests confidentiality or does not wish to have Grief to Grace investigate or respond to the incident, we must always weigh the request against the seriousness of the alleged violation and our commitment to address and prevent recurrence of such violations. In short, a request for confidentiality cannot be binding if any disclosure of gives us reason to suspect that any child or vulnerable adult is currently at risk of harm from the same source or context. We have a mandatory duty to report this to Police and Social Services.

No Retaliation

Grief to Grace follows the civil laws prohibiting retaliation against individuals for raising concerns about or making reports of violations in good faith. No member of our healing communities will be reprimanded or face retaliation for notifying the organisation about incidents or allegations of violations in good faith or for participating in a fact-finding investigation related to allegations of violations. Grief to Grace will take steps to prevent retaliation and will take a strong responsive action if retaliation occurs. Any conduct that constitutes retaliation or reprisal is subject to disciplinary action.

Grief to Grace pledges to respond promptly and decisively to all accusations of suspected sexual abuse of a minor or vulnerable adult by any person.

If you have a concern about something that was shared during a retreat programme, please let the counsellor of the retreat, a team member or the priest know about your distress.

As they concentrate on their own healing and recovery, we want to help clients to stay focused on their personal situation and healing. The team will take responsibility for any situation which concerns the welfare of a child or vulnerable adult individual. In this way, clients can remain focused on the areas in their own lives and the relationships that need attention and not get pulled into another person's situation that could aggravate anxiety or a sense of worry. We understand that it's very normal for victims of abuse to become hyper-vigilant as they hear about other victims and their past or present situations. We pledge to take responsibility for any situation that involves the risk for additional abuse. We have procedures and recommendations in place to protect vulnerable children or adults in such a situation. A retreatant's only responsibility is to let a member of the team know and be assured that it will be handled in an appropriate way that protects the safety of others from further trauma.

Guiding Principles:

1. To recognise forthrightly the tragedy of sexual abuse of minors in society and upon vulnerable adults.
2. We are committed to recognising and addressing the problem through opportunities for healing and recovery.
3. To maintain as our primary concern the healing, reconciliation, and spiritual wellbeing of the victims of sexual abuse and their families. We pledge that in each case we will reach out to victims of abuse and their families to offer whatever pastoral and professional care we can, and to address their spiritual and emotional needs.
4. To observe without exception the demands of the two laws under which the Church operates: the canon law of the Roman Catholic Church and English Law. We pledge also to assist accuser and accused in knowing and fulfilling their rights under both laws.
5. To forward to appropriate civil authorities, even when not required by civil law, every report of suspected sexual abuse of a minor, unless the accuser has made a complete retraction.
6. To receive every accusation of suspected sexual abuse with compassion and to treat it with seriousness and diligent attention. Response to accusations will be the priority of all who are involved on our retreat teams.

7. To make our policies and procedures regarding the sexual abuse of minors and vulnerable adults known and available in openness and transparency. We pledge to follow these policies and procedures consistently in each case.
8. It is especially important for clergy, counsellors and lay volunteers to understand the urgency and necessity of reporting any knowledge of suspected sexual abuse gained in the context of retreat disclosures to civil and Church authorities. Under no circumstances should any person — whether a cleric, an employee or supervisor, or a volunteer — attempt to undertake an inquiry into the matter to pre-empt or pre-determine the need for reporting. Reporting suspected sexual abuse of a minor or vulnerable adult is an obligation, not only for clergy, but for any lay person in ministry with the Church.

With tender humility and quiet patience, always demonstrate gentleness and generous love toward one another, especially toward those who may try your patience. Be faithful to guard the sweet harmony of the Holy Spirit among you in the bonds of peace, so that you will be one body and spirit, as you were called into the same glorious hope of divine destiny.

Ministry is always a work of God

The journey from the slavery of abuse and neglect does not regard individuals alone, but the missionary and evangelising activity of the whole Church. Responding to God's call, then, means allowing him to help us leave ourselves and our false security behind, and to strike out on the path which leads to Jesus Christ, the origin and destiny of our life and our happiness.

To hear and answer the Lord's call is not a private and completely personal matter. It is a specific, real and total commitment which embraces the whole of our existence and sets it at the service of the growth of God's Kingdom on earth. A disciple of Jesus has a heart open to his unlimited horizons, and friendship with the Lord never means flight from this life or from the world. On the contrary, it involves a profound interplay between communion and mission.

Implementation

Strict observance of this Code of Conduct Policy is fundamental to the operations and reputation of Grief to Grace. All Associates are asked to reflect, pray, understand and sign the context for our mission outlined in our Positive Environment Policy.

It is essential that all board members, staff, volunteers, benefactors and any party representing our ministries adhere to this Code of Conduct. All such persons shall certify their adherence to this Code of Conduct by signing the declaration below

I,

have read, understand and agree to abide by Grief to Grace's **Positive Environment Policy** and **Code of Conduct** for Grief to Grace. I understand that such adherence is a condition of my employment, volunteer or associate work. I understand that my violation of this Code of Conduct will be grounds for termination. In the case of an employee, such a violation shall result in immediate termination of employment.

Signed this day of (month) _____ (year) 20 _____

Print Name

Signature