Code Club leader guide

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Welcome to Code Club

Code Club is a global community of free coding clubs where young people develop skills and confidence to create with digital technologies.

You will help young creators develop:

- Skills and independence in programming and digital making
- A sense of belonging and an interest in technology
- A wider set of life skills like problem-solving, critical thinking, and communication

You will support young people to learn these skills in a fun, inclusive, and safe environment.

The Code Club Charter sets out the ethos and principles of Code Club. All club leaders and mentors commit to this Charter when they start or join a club.

Who is involved in a Code Club

Creators: The young people who attend Code Clubs.

Mentors: The adults who help run a Code Club. Experienced creators can become youth mentors to help support other young people.

Club leaders: The adults who organise the Code Club.

Safeguarding sponsor: An adult who works with the club leader to support and oversee the safety of young people at a Code Club. Learn more about safeguarding sponsors in the 'Safeguarding and risk management' section of this leader guide.

Leader and mentor community

Code Club would not exist without the global community of club leaders, mentors, and partner organisations who give their time to run clubs.

You can communicate with other community members through our Code Club space on Slack. Slack is a messaging app that allows you to chat and make voice or video calls.

Join us on Slack: rpf.io/slack

Starting your Code Club

When you start your club, you need to:

- Recruit mentors to help run the club

- Find a venue

- Decide the age range of creators to invite

- Decide when your club will run

- Register your club

- Promote your club

You can also find a guided run-through on starting a Code Club at: rpf.io/code-club-course

Recruiting mentors

You can start a Code Club by yourself or with a team of mentors.

Mentors support and encourage creators to learn. They can also help set up sessions, manage ticketing, and promote the club.

The number of mentors you need depends on the venue size and how many creators attend your sessions.

We recommend assigning a mentor as your co-leader or deputy in case you cannot attend a session.

To help attract mentors, here are some benefits of mentoring:

- Learning new skills for fun or professional development

- Meeting new people and making friends

- Helping young people develop skills for the future

- Giving back to your local community

- Sharing your knowledge, passion, and experience

We also have role description templates to help recruit mentors at: rpf.io/role-description

Mentors can have all kinds of different skills and backgrounds; they do not need to be experts in coding or technology. Consider the type of support and skills your club needs.

You can recruit mentors from a variety of places, including:

- Schools, universities, and colleges

- Community centres and public libraries

- Offices of technology companies and business centres

You could also ask parents and guardians of your club members if they would like to become mentors.

Ask new mentors to register and request to volunteer with your Code Club on our website: codeclub.org/mentor

Once you accept their request, we will email them some information so that they are prepared before they start as a mentor.

Finding a venue

Code Clubs can take place in any publicly accessible, safe space. This includes schools and community venues like youth clubs, libraries, offices, and maker spaces. They cannot take place in a private residence.

We encourage parents or guardians of any creators aged under 13 to attend sessions run outside of a school.

Your venue needs:

- Tables and chairs for creators.

- Power sockets for computers.

- Suitable insurance coverage (e.g. public liability), if required in your location. Many venues already have this, so check with them first.

- Suitable health and safety measures, like fire exits.

Access to computers and other technology:

- **Computers:** Your Code Club will need access to computers. These can be provided by your venue, or you might ask creators to bring their own devices if they can.

- **Internet:** Having access to the internet can make it easier to run your Code Club and means you can offer a wider range of activities. However, it is possible to run an effective Code Club with limited or no access to the internet. You will need to make sure the computers can run software offline, and consider printing resources or using USB flash drives.

- **Other technologies:** If you have access to other technologies in your venue, like physical computing devices or a maker space, this will broaden the range of activities your Code Club can provide.

Age range of creators

Code Clubs are available globally to all school-aged children. But at an individual club, you can set an age range that is appropriate for your circumstances.

In a school setting, you might decide to cater to a specific year group. In a community setting, you might decide to have a wider age range. The ages you support might also depend on your mentors and their experience.

Consider if you need to set a maximum capacity for your club or venue. We recommend a ratio of at least one adult to every ten young people, unless you are a teacher or have teachers helping at your club.

When your club will run

Code Clubs meet regularly, usually every week, every two weeks, or every month.

To help creators and mentors plan their attendance, try to run every session on the same day at the same time.

Sessions typically last one to two hours. If your club meets less frequently, you might have longer sessions. You can also run a Code Club as a more intensive activity, like a daily session as part of a summer school.

Registering your Code Club

Once you have decided when and where your club will run, register your club on the Code Club website. This will give you access to all of our resources and will mean we can help you get set up.

There are two steps to registering:

1. **Create an account on the Code Club website**
   This is an account for you, not your club. Use your own email address and your name.

2. **Register your Code Club**
   Even if you do not have all the details for your club, register early so we can guide you and answer any questions you have.

After you register your club, we will review your information and send an approval or follow-up email within a few days. If there are any issues, we will help you work through them.

Create your account and register your club at: codeclub.org

Promoting your Code Club

When you register your club, we will create a listing page on the Code Club website. Use this to share the club's location, contact details, upcoming events, and social media links.

Even if you run a private Code Club (find out more about private Code Clubs below), it's useful to have a listing so other clubs in your area know they are part of a local community of clubs.

The listing page is where many people will find out about your club, so be sure to keep it updated.

Update your club details at: rpf.io/update-club

Using social media

Social media is a great way for mentors, creators, and parents and guardians to become aware of your Code Club.

Many schools and venues already have social media accounts. They can share your posts with their followers to help you reach more people.

> **Taking and sharing pictures of young people**
>
> In most countries, you will need permission from a parent or guardian to take and share pictures of young people.
>
> You must follow the requirements of local law. This might include having parents and guardians fill in a consent form that explains how the images will be stored, used, and deleted after a set period.
>
> Many clubs use photographs where young people cannot be identified, by taking photos of the backs of creators' heads or by distorting the image before sharing it publicly.

Promoting a private Code Club

If your club is in a school, it is likely you will not open it to the public. Young people are usually invited to them, or already associated with the school.

To promote a private Code Club, you can:

- Send an email directly to parents and guardians
- Post a message on an internal message board
- Add a poster to a noticeboard
- Present your Code Club at a school assembly or meeting

Planning a session

In a Code Club session, young people usually create a project like a game, app, or website using code.

Creators can work alone or in groups.

Projects for your club

On the Code Club projects site, we have a huge range of guided project paths and standalone projects for creators to try.

These projects are created by experienced educators and tested extensively so that we know they work. They are designed for creators to learn independently, and support them to use different technologies to bring their ideas to life through customising their projects.

Some of the most popular projects and project paths feature:

- **Scratch:** Scratch is a block-based coding language with a simple visual interface. It's great for beginners and younger children because they see the impact of their code quickly and do not need to type or remember text-based code.
- **Python:** Python is a text-based coding language. It's popular because it is similar to written English and easier to understand than other text-based programming languages. Python is suitable for young people who have some typing skills.
- **Web design:** HTML, CSS, and JavaScript projects help creators build webpages. They provide a good introduction to web development and involve some problem-solving. These projects are suitable for young people who have some typing skills.

Find coding projects and project paths at: projects.raspberrypi.org

Example session structure

Structure each session in the way you think works best for your creators. This example session structure can help you get started:

1. Set up: Up to 30 minutes before the session starts

Club leaders and mentors arrive early to set up the club space. This is a good time to review what you are planning to cover in the session.

As creators arrive, greet them and help them connect their devices to power sources and the internet.

- Set up the space so creators can collaborate.
- If creators are working on similar projects or technologies, seat them together.
- As creators arrive, give them a name tag, sticker, or lanyard.
  Tip: Note on the name tag if someone has permission to appear in images on social media.

If you cannot set up in advance, this can be the first task you do with creators when they arrive.

2. Welcome: 5 minutes

Introduce yourself and the mentors.

Give some examples of the things creators will make during the session or series of sessions.

If your Code Club is offering multiple activities, explain them and ask creators to sit in the relevant place for the activity they are interested in.

Discuss behaviours that help young people engage, collaborate, and code. For more help with this, read the 'Mentoring young people' section of this leader guide.

3. Icebreakers: Up to 15 minutes

Icebreakers are a great way to introduce new creators to other club members, encourage communication, and create a sense of belonging. We recommend running an icebreaker activity when you have new creators at a session.

Find some examples of icebreaker activities at: **rpf.io/icebreakers**

4. Create with code: Up to 90 minutes

For most of the session, creators will work to create a project with code.

They can follow a Code Club project or create their own. If they work on their own project, our design worksheets can help: **rpf.io/coolest-worksheets**

You can find more help for mentoring young people in the 'Mentoring young people' section of this leader guide.

5. Share their work: Up to 20 minutes

Have creators share what they worked on during the session. Encouraging creators to share their work and show appreciation to each other helps them learn, builds confidence, inspires others, and fosters communication skills.

It's natural for some creators to lack the confidence to talk in front of others. We suggest encouraging them without pressuring them. They can be brief, and you can treat it as a question and answer discussion, asking what they worked on and any challenges they faced.

6. Wrap up: 5 minutes

Thank everyone for attending, and remind them that they can keep coding at home between now and the next session. If the next session is scheduled, tell everyone when it will be.

7. Tidy venue and review: 15 minutes

Club leaders, mentors, and creators pack up the equipment and tidy the venue.

When the venue has been cleared and creators have left, thank your mentors and have a quick debrief about what went well and what could be improved for the next session.

Mentoring young people

To help make sessions enjoyable for everyone involved, we encourage parents and guardians to read the example Code Club rules with their children before attending: rpf.io/cc-rules

To promote good behaviour:

- Use praise consistently and fairly, avoiding favouritism
- Involve and motivate young people by supporting them with projects suitable for their interests and experience levels

You could try to develop a code of behaviour in collaboration with creators to help them follow it.

If a creator is disruptive during a session, talk with their parent or guardian. They might be frustrated with a project, reacting to an external stressor, or have additional needs that are not being supported.

Mentoring skills

Encouragement

A positive attitude and encouragement helps young people take pride in learning something they initially find difficult.

For example:

- "Well done for getting this far through the project yourself. Let's look through the last few lines of code to see where the issue might be."
- "Well done for completing this project. It would be great if you can share it with the group at the end of the session so they can see and learn from the work you did."

Questioning

Ask thoughtful, leading questions to stimulate thinking. These questions can lead creators to consider new techniques for solving a problem, encourage recall, and help check they understand the material.

For example:

- The project: "Why did you choose this project? What was the original idea?"
- The code: "What does this section of code do? Why have you taken this approach?"
- The process: "Which part of the project was most successful? What changed when you developed the project?"
- The outcomes: "Did you make what you planned? Did feedback or testing cause you to change your project? What would you do differently if you were starting the project again?"

Supporting self-help

We use the motto '**Ask three, then me**' to encourage young people to try self-help strategies before asking a mentor.

Encourage creators to:

1. Ask themselves (test the code and try to find the error)

2. Ask their peers

3. Ask a search engine

4. If they still need help, ask a mentor

Direct guidance

Use direct guidance when a creator is stuck and needs more specific feedback. This is particularly useful for younger creators who cannot find the answer themselves or who have limited experience of typing.

For example:

- "Here on line 30, I see an error in the code that seems to be causing the issue. What do you think it could be?"

- "You can change the sprite's costume using the purple 'Looks' blocks in Scratch. Check through the 'Looks' blocks yourself and pick the one you think would work best for your project."

Direct instruction

Direct instruction can be useful when introducing a concept, a topic, or some logic to the whole club or a larger group of creators. However, we suggest not using this approach too often, as otherwise, your club will feel like a formal learning environment.

Helping creators of different ages and abilities

Group creators together

If creators sit together based on experience or age, they will be more able to support each other.

If creators work in pairs on a project, you can use pair programming. Learn more at: rpf.io/pair-programming

Younger learners

As a general rule, younger children tend to have a shorter attention span.

If your club has younger creators, try breaking up the coding session into shorter activity slots, changing the activity, moving people around, or including a break.

Focus on creator interests

You will create a more meaningful learning experience if you allow creators to work on something they are interested in.

Celebrate creator success

It is important to celebrate creators' achievements and contributions to the Code Club. For example, recognise the progress they make with a project or the support they offer another creator. Where possible, try to focus on the effort and work rather than the outcome.

As well as mentors providing feedback directly to individual creators, you can create moments where the whole Code Club recognises and celebrates each other's successes.

Accessibility and inclusivity

Code Club welcomes creators and mentors of all ages, backgrounds, and abilities.

At your club, there might be people with disabilities and accessibility requirements.

To make your Code Club more accessible:

- **Listen to creators, parents, and guardians:** See how you can best support your creators. Make sure your contact information is up-to-date and you regularly check your email inbox.

- **Make reasonable adjustments:** Talk about any adjustments you can make to support creators and how best to work with assistive technologies or aids.

- **Use inclusive language:** Use language that is positive and free from discrimination and stereotyping. Avoid terms that might be offensive, or any language that excludes or isolates a person from other members of the club. It's important for other members of your club to use inclusive language too.
  Tip: It is good to reflect how someone chooses to describe themselves, so you may wish to ask them what they are most comfortable with.

Some adjustments you might make include:

- Rearranging tables and chairs to create an accessible space.

- Designating a quiet corner.

- Providing a written or visual schedule of the session at the beginning.

- Providing larger screens for anyone with visual impairments.

- Printing instructions in a large, easy-to-read font.

- Asking mentors to communicate slowly and clearly when they explain something.

- Introducing the creator to a mentor who attends regularly, so they know an adult by name and have a friendly face to look out for.

- Allowing movement breaks. Some people can find it challenging to sit for long periods, even if they find the activity engaging.

If there are a number of creators with disabilities, you could appoint a mentor as an accessibility officer to oversee these adjustments.

Cultural inclusivity

- The materials you use should present computing as an activity and career that is open to everyone.

- Consider the language and imagery you use when introducing topics.

- Be sure to avoid historical stereotypes related to computing.

We have designed our learning materials to be inclusive and give creators an opportunity to express their cultural identity. It's important that creators can make projects that incorporate their knowledge, culture, and heritage. Take extra care if you use materials that were not created by us.

Your promotional materials should promote equity and make sure learners see themselves represented. It is also important that your mentors place value on everyone's individual contributions.

Safeguarding and risk management

Your Code Club should be a safe place for everyone involved.

We are committed to following safeguarding best practices and making sure club leaders and mentors know how to keep young people safe.

Safeguarding training

All Code Club leaders and mentors need to take our safeguarding training module. The module gives practical advice on safeguarding that helps create a safe learning environment.

The training is online and free, and takes about 30 minutes to complete.

Find the training module at: www.raspberrypi.org/safeguarding

Club leaders and mentors who work in schools in the UK and Ireland do not need to complete the training module to run a club at the school they work at.

Safeguarding sponsors

When you start a Code Club, you need to nominate a safeguarding sponsor.

A safeguarding sponsor is a person who works with the club leader to support and oversee the safety of the young people at a Code Club.

Your safeguarding sponsor needs to:

- Have undertaken safeguarding training in the last three years
- Have some previous experience of safeguarding

The club leader cannot also be the safeguarding sponsor. This is because the sponsor will be asked if the leader is an appropriate person to run a club for young people. They will also be asked to confirm if the venue is safe and appropriate for young people to attend.

Club leaders who work in schools in the UK and Ireland do not need to nominate a safeguarding sponsor to run a club at the school they work at.

Learn more about safeguarding sponsors at: rpf.io/sg-sponsor

Safeguarding concerns

No one should ever experience any kind of abuse, and it is our responsibility to keep people safe.

In addition to this leader guide, you can always find our latest support at: www.raspberrypi.org/safeguarding

The 5 R's

We use 5 R's in dealing with safeguarding concerns:

- **Recognise**: Know how to spot signs of abuse.
- **Respond:** Know how to respond to a disclosure.
- **Report:** Speak to a safeguarding lead as soon as you can.
- **Record:** Make a clear note of what was said or what you observed.
- **Refer:** Let the Raspberry Pi Foundation safeguarding team know. We're here to help you.

Responding to a disclosure

When the young person talks with you:

- React calmly. A strong reaction may alarm the young person and increase any feelings of anxiety or guilt.
- Listen carefully and attentively, and take the young person seriously.
- Reassure the young person that they have done the right thing by talking to you.
- Do not make promises, particularly regarding secrecy or confidentiality.
- Explain that if what they tell you indicates their safety or wellbeing is at risk, then you will have to tell someone else responsible for their safety and wellbeing.
- Do not ask the young person to repeat the story unnecessarily.
- Ask questions only for the purpose of clarification. Be supportive, but do not ask leading questions or seek details beyond those offered by the young person.
- Check with the young person to make sure what you have understood is accurate.
- Do not express opinions about the alleged abuse or abuser.

Reporting a safeguarding concern

If you have a concern about a young person's safety or welfare:

- Raise it with the staff managing your club venue
- Report it to the Raspberry Pi Foundation team using our safeguarding report form

You can also email us, or for urgent concerns, call our free 24-hour safeguarding number.

Find our latest contact details at: www.raspberrypi.org/safeguarding

Risk management

You will need to consider the safety of everybody who uses the venue and take steps to reduce potential risks.

Risk assessment

It is important to carry out a risk assessment for your Code Club:

- Consider the different requirements and abilities of everyone who attends.

- Identify potential risks that could cause harm when using the venue, activities, and equipment.

- Put measures in place to manage risks. This could simply mean positioning cables neatly to prevent tripping, for example.

Your venue may provide its own risk assessment. If so, ask for a copy and familiarise yourself with it.

Recording accidents

Record accidents and incidents in a logbook. This will help to reduce risks in the future.

You will need to record the following:

- Date and time

- Location in the venue

- Who experienced the incident

- Who is recording the incident

- A description of what happened

- Any injuries and treatment or response

- Any damaged equipment

- Whether a parent or guardian needs to be informed

- Any actions to minimise future risk

Keeping the venue safe

- Choose a venue that meets the requirements listed in the 'Starting your Code Club: Finding a venue' section of this leader guide.

- Get a copy of the fire evacuation process, make sure all mentors read it, and display it during your sessions.

- Make sure you have access to first aid equipment.

- Stay within the maximum capacity of the venue.

Emergency contact details

Make sure you have an emergency contact phone number for every mentor and unaccompanied young person.

Session resources

- Only use trusted websites and online platforms in your club. Check they are appropriate before using them in a session.

- If possible, restrict access to inappropriate content through security settings and firewalls.

- During sessions, observe carefully to make sure young people do not access inappropriate content.

- When using a donated computer, make sure the hard drive has been cleared before use.

Travel

- Everyone who attends is responsible for travelling to and from the club. Do not provide a lift to young people or accompany young people on their journey.

- Do not leave the Code Club venue with club members. For planned trips, events, or activities at other venues, arrange to meet them at the destination.

- If people rely on public transport, try to align club times with local services so young people can get home at a reasonable time.

- Try to avoid running sessions late in the evening to avoid young people making their journey home in the dark, particularly in winter.

Background checks

- All club leaders and mentors need to have a background check before mentoring at a Code Club. For example:

  - Club leaders and mentors in Ireland need to apply for a Garda Vetting check through Code Club. Find out more about this at: rpf.io/garda-vetting

  - Club leaders and mentors in the UK need to obtain a background check relevant to their country. Find out more about this at: rpf.io/background

  - In other countries, find out how background checks work from your local government or police force and follow their advice. They might have this information available online.

- Any adults, visitors, or guests without a background check should not be left unaccompanied with young people.

Other safety advice

- Sign in each young person when they arrive and sign them out when they leave so you know who is present and how many people are in the room.

- Carry out regular headcounts to make sure a young person does not leave unnoticed.

- We suggest parents or guardians accompany young people under 13, unless you are a teacher running a club in a school.

- Anyone aged 13 or over who requires additional support might also need an adult to accompany them.

- We suggest having a ratio of at least one adult to every ten young people, unless you are a teacher running a club in a school.

Growing your Code Club

To help you plan ahead:

1. Set goals:

- Focus your club activities on outcomes that align with the needs and interests of creators, for example, programming skills, problem-solving, or communication.

- Talk to creators, mentors, and parents and guardians to decide the skills or projects you will cover.

2. Plan your session rhythm:

- Plan your sessions as far ahead as possible and share dates and times with parents, guardians, and mentors.

- Book sessions to align with showcases or challenges, like Coolest Projects.

- Arrange activities like guest talks or themed sessions that celebrate local and national festivals.

3. Prepare for progression:

- Use Code Club projects to build skills in stages. Start with foundational concepts and move gradually to more advanced projects.

- Plan how you will include different programming languages, tools, and platforms to broaden what you offer over time.

- Regularly speak to creators to make sure they enjoy the activities.

4. Evaluate and adapt:

- Regularly assess the club's progress toward its goals.

- Gather feedback from club members and adapt your approach as needed. Stay flexible and respond to the needs and interests of creators over time.

Reaching people who face disadvantage

Code Club is free, but there are other barriers that can make it challenging for people to participate in opportunities like Code Club.

You could consider:

- **Club time and location:** Ideally people should be able to get to your club by public transport or walking. Try to have a start and end time that helps make this possible.

- **Parent and guardian attendance:** If adult attendance is optional, creators can join when their parents or guardians are unavailable. We recommend anyone under 13 is accompanied by an adult, unless you are a teacher running a club in a school.

- **Promotional materials:** Make sure promotional materials are inclusive. Avoid technical jargon because it can be off-putting.

- **Devices:** Provide computers or devices for anyone who cannot bring their own. Mention this when promoting your club.

- **Buddy system:** Pair new creators with someone who has attended a few sessions so they can support each other.

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- **Learning from others:** If your club is not run in a school, ask youth clubs and organisations in your area how they engage with young people who face disadvantage.

Participating in Coolest Projects

Coolest Projects is a celebration of young digital creators and the amazing things they make with technology. There is an annual online showcase open to young people around the world, and in-person Coolest Projects events in several countries.

Creators decide the project topics. For example, they could work on solving a problem in their community, or they could make something purely for fun. Participants can use projects they make in Code Club; they do not need to start something new.

Learn more at: online.coolestprojects.org

Fundraising and donations

Before you fundraise, check what you are allowed to do in your region.

Grants

Some clubs get grants and funding from local government bodies, educational bodies, and tech initiative funds. It is worth checking if these are available in your area.

Corporate sponsorship

- **Sponsorship in kind:** This means having products or services donated, like use of a venue, equipment, internet access, or involvement of mentors. This type of sponsorship is usually better than financial help, because dealing with money complicates operations and adds work for club leaders.

- **Financial sponsorship and donations:** You could accept financial donations or sponsorship from organisations to cover costs, for things like insurance and equipment.

Fundraising at a Code Club

It is crucial that Code Club is free and open for all young people to attend.

Club leaders and mentors need to make sure all donations are optional, and there is no pressure for anyone to contribute.

Here are some tips when raising money:

- **Donations from parents or guardians:** We recommend you make a general announcement about why you need donations and leave a collection bucket for people to contribute to if they can.

- **Tuck shop:** Some clubs make money from a tuck shop, where they sell fruit, drinks, and other snacks.

- **Local showcase:** Consider running a local showcase and inviting people from the community. Creators can show their projects and tell everyone what they have been doing. You can run a bake sale, have a collection bucket, or ask for a suggested donation on entry.

- **Make a wish list:** Create a list of things you need for your club and ask people to donate items on the list.

Further training and support

In addition to this leader guide, we have a range of training and support to help you lead a Code Club.

We run free training, webinars, and community events. Find them on our events page: codeclub.org/en/events

Code Club partners

We partner with organisations in a number of countries to support Code Clubs in their region. Find out if there is a partner in your country and how to get in touch with them at: codeclub.org/en/our-partners

Supporting your club mentors

Supporting mentors with ongoing training helps to retain them and run a high-quality club.

When a mentor identifies a skill they want to develop, you can give them more responsibility in that area. For example, they could:

- Lead a session on a topic they know

- Create the next Code Club event on the ticketing system

- Set up the club space and welcome parents, guardians, and creators

Mentors can also participate in Code Club training, either individually or as part of a group.

Recognition

It is important to recognise that mentors choose to give their time. You could:

- Praise mentors for something specific they do that has a positive impact

- Print free certificates from the Code Club website to give to mentors

- At the end of a series of sessions, recognise people who have helped by sending a card to say thanks

Contact us

Visit our Help and Support page at: codeclub.org/en/help

Or you can email our team with any questions at: support@codeclub.org

Code Club Charter

Code Club is a global network of free coding clubs where young people learn how to create with technology.

Code Club is a flexible model that you can adapt to reflect your local circumstances and culture.

This Charter sets out the principles that are shared by all Code Clubs, and all club leaders and mentors commit to this Charter as part of joining the movement.

Code Club is supported by the Raspberry Pi Foundation, and this Charter also sets out the Foundation's commitments to you.

As a Code Club leader or mentor, you agree to:

- **Help young people develop:**

  ◦ Skills and independence in programming and digital making

  ◦ Mindsets that enable them to engage positively with technology, such as confidence, interest, and a sense of belonging

  ◦ Wider life skills like problem-solving, critical thinking, and communication

- **Make sure your Code Club is accessible, safe, and inclusive. This means:**

  ◦ You follow all relevant laws and regulations

  ◦ You welcome mentors and young people from all backgrounds

  ◦ You follow the Raspberry Pi Foundation's [safeguarding policy](#) and [code of behaviour](#), including [dealing with concerns effectively](#)

  ◦ You ensure that all mentors have appropriate background checks

  ◦ Your Code Club is free to attend, although you can ask for donations

- **Create an environment that supports learning through:**

  ◦ Supporting young people to work on projects that interest them and that reflect their skills

  ◦ Encouraging collaboration, peer learning, and youth mentorship

  ◦ Celebrating young people's achievements and encouraging them to reflect on what they are learning

  ◦ Continuing to learn and develop your own skills

- **Support the global Code Club community by:**

  ◦ Taking care not to damage the Code Club brand or reputation

  ◦ Sharing your knowledge and learning for free

  ◦ Participating in surveys, evaluations, and research

The Raspberry Pi Foundation agrees to:

- Create and maintain the Code Club brand, including promoting Code Club and providing assets and marketing materials for partners and clubs to use

- Maintain the Code Club website as a trusted source of information and a place for club leaders to register and manage their clubs

- Provide assurance to parents/guardians and young people that registered Code Clubs are safe, inclusive spaces, including through registering clubs, providing safeguarding training, and providing channels for reporting concerns

- Provide free, high-quality projects, resources, and learning experiences that help young people learn how to create with technology

- Provide guidance, training, and support for club leaders and mentors, including creating opportunities to learn from each other

- Translate Code Club materials into many different languages

- Ask the Code Club community for feedback to help us make Code Club even better

- Evaluate the impact of Code Club

Agreement

By registering as a Code Club leader or mentor, you agree to follow this Charter.

You can use the Code Club name and logo for non-commercial purposes to promote your club.

It is your responsibility to ensure you follow the law when undertaking any activities associated with Code Club, including fundraising.

If the terms of this Charter are not met, the Raspberry Pi Foundation has the right to remove your club from the Code Club website. In this case, you will stop using the Code Club name, brand, and logo.

You are responsible for the activities conducted by your Code Club. Agreeing to this Charter does not mean that the Raspberry Pi Foundation endorses your activities.