

LITTLE OAK SANCTUARY

LIVE IN ANIMAL CARER

CODE OF CONDUCT



PREPARED BY

KATE LUKE - CO-FOUNDER & MANAGER

ABOUT LITTLE OAK SANCTUARY



A LITTLE BIT ABOUT OUR HUMBLE CHARITY

We provide a place of sanctuary for farmed animals in need. Our work promotes the idea that **compassion is an action word, that by its very definition, should have no boundaries.** As a sanctuary for farmed animals, we provide refuge for animals who have come from abuse, neglect or abandonment; those who have nowhere else to turn.

We work towards a world where there is compassion for all animals, through our empathy education programs for kids, advocacy and open days. A passionate for-purpose organisation, we seek solutions that are environmentally friendly and socially responsible.

OUR HISTORY

In 2012, James and I took in two tiny piglets, Heavenly Hiraani Tiger Piggy (Tiger) and Little Timmy Piglet (Timmy). Little did we know the place these two amazing beings would take in our hearts. They opened our eyes to the incredible beings that pigs are, and we knew we had to share their stories.

Tragically, Timmy passed away before we were able to share his story with the world. We started the sanctuary in 2013 in his honour - it is named Little Oak as we planted an Oak tree over his grave, he was a tiny piglet with great strength, and his story would go on to plant seeds of compassion in many hearts.

James and I have since dedicated our lives to helping animals in need and creating a compassionate world.

In 2015 we purchased a larger property to ensure the sanctuary would be more sustainable, to ensure the animals in our care had a safe place for their natural lifespan.

We run the day to day operations of the sanctuary, our heart and soul goes into our work - it is our life mission, basically, it means a great deal to us, and it is our home too. As a volunteer-run organisation, we rely on the support of our community to continue to deliver our services creating a more compassionate world for animals.

OUR GOALS AND OBJECTIVES

Our goals and objectives are as follows:

- **To rescue, rehabilitate and rehome where possible, farmed animals in need**
- **To educate and inform the public about the issues that animals face, and the benefits of a vegan lifestyle for animals, the environment and our health**
- **To create a sustainable organisation that will go on for as long as farmed animals need us.**
- **To build and support a community of compassionate people.**



A NOTE FROM THE CO-FOUNDERS



KATE LUKE

CO FOUNDER & MANAGER



JAMES LUKE

CO FOUNDER & PROPERTY
MANAGER



GAVIN

JUST ONE OF THE 300+ ANIMALS
YOU'RE VOLUNTEERING FOR

Thank you for giving up your precious time to help the animals and the work of Little Oak Sanctuary, you're quite literally, a lifesaver for animals.

As a live-in animal carer, you will be responsible for many of the routine tasks at the sanctuary, such as undertaking twice-daily feed runs, monitoring animals for signs of illness, caring for new arrivals, cleaning out shelters and more.

When you first begin, you will follow Kate and James as they undertake these routine tasks over several days, or until you are comfortable to start to undertake the tasks yourself. It's vital that you listen and follow their instructions, if you're unsure of anything please let them know.

If you feel unable to complete any task, please do not proceed, and let someone know, it is important not to proceed with any task where you do not feel safe.

If you have any concerns about anything or anyone, please let Kate or James know.

Remember why you're volunteering - for the animals. Their needs always come first, but so does your safety. If you have any questions about any of the animal residents or any concerns, please let myself or James know.

Kate Luke

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Our Live-In animal hand volunteering program is open to only selected applicants based on their suitability and capacity to undertake the required tasks. The Live-In Animal Carer role is a responsible position and the health of the animals at the sanctuary depend upon the tasks being undertaken properly.

Other volunteers also attend the sanctuary to participate in ad hoc volunteering tasks. Our aim is to provide an inclusive and positive space where everyone feels welcome and safe. With this in mind, we have developed the following Code of Conduct, which we expect everyone to follow whether you are a live-in volunteer, weekend volunteer, helping at a market stall or working at the sanctuary.

1. Always be respectful towards sanctuary co-founders Kate and James, **listen when they speak**, and follow their instructions. Be mindful that the sanctuary is located on Kate and James' property, and they put a tremendous amount of work into it, so please be respectful.
2. We want you to have fun and make new friends, and we welcome chatting during volunteering, but please remember to pay attention to your surroundings, and listen when Kate, James or the volunteering supervisor gives instructions.
3. Respect the animals, do not approach animals that are actively trying to get away and be aware that many animals have had traumatic backgrounds, or might be wary of strangers. Take the cue from the animals, if they do not seek out interaction, please give them space. Do not make jokes or rude comments about the animals.
4. Likewise, please respect our wonderful sanctuary grounds. We ask that you take care of the equipment, put it back where you collected it from and clean up after yourself if necessary. If you aren't sure where something goes, what needs to be done, or anything else, please ask for help.





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5. We often hold stalls at markets or festivals and put on events such as the Compassionate Stakes outside of the sanctuary. James, Kate and the events team work hard to organise these stalls, and it is important that the golden rule, compassion for all, is maintained whilst helping out or interacting with the community. As with volunteering at the sanctuary, please respect the venues we are operating at, and abide by their requirements.
6. Remember that everyone over 18 (and those below 18 with a guardian) is welcome to volunteer in some capacity at Little Oak Sanctuary, regardless of their ethnicity, sexuality, religion or ability. Don't shame, judge or be rude to anyone. Little Oak Sanctuary expects all its volunteers to treat others with dignity and respect. It should go without saying (but we're going to say it) – physical, verbal or emotional harassment or abuse is unacceptable. There is no room for misogyny, sexism, racism, transphobia, or comments about anyone else's body – even in joke form; these will not be tolerated.
7. There are many awesome people to meet but be aware of your manner and bear others' comfort in mind. Unwanted verbal or physical contact is not acceptable. Failure to adhere to this may result in you no longer being welcome in our volunteering community.
8. If you feel unsafe, threatened, harassed, or just feel uncomfortable about something occurring, please speak to the volunteer supervisor or a co-founder immediately. We're here to believe you and to help.
9. Minimum stay for live-in volunteers is one month, this is due to the amount of time it takes to train new volunteers in this role. Please do not apply for this role if you feel as if you will be unlikely to stay for at least one month.
10. The maximum stay for live-in volunteers is three months. This can be negotiated with Kate & James but will only be extended in exceptional circumstances.

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11. The sanctuary is vegan. It is a requirement of the live-in volunteering role that animal products are not brought onto sanctuary grounds nor into the volunteer accommodation building.

12. The sanctuary is a non-smoking area. If you do smoke, please do so when outside of the sanctuary grounds, and be extremely careful about disposing of your cigarette butts (in bins only, please). They pose a significant fire risk if left alight or are discarded carelessly.

13. Alcohol. You are welcome to consume alcohol after you have completed your set volunteering hours for the day, however, we ask that you do so responsibly. Animal emergencies can happen at any hour so it is best to keep this in mind. If your alcohol consumption is noted to be an issue or concern, the sanctuary co-founders may ask you to leave.

14. Your contributions are greatly appreciated, whether great or small.

15. Most importantly - enjoy yourself!



