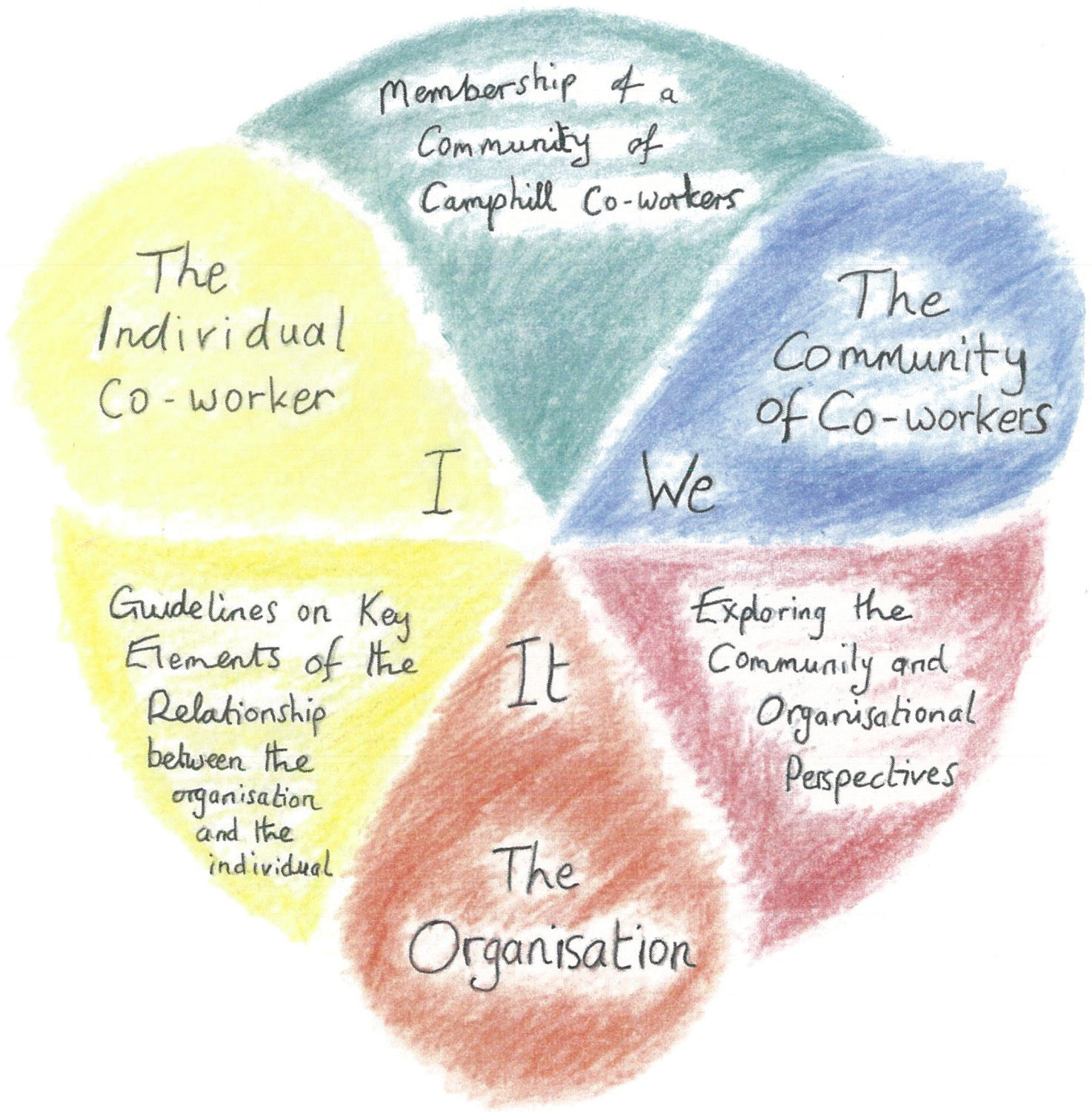


# Camphill Co-workers

## Three Perspectives



November  
2010



# Camphill Co-workers

## Three Perspectives

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### The Camphill Co-worker, the Community of Co-workers and the Organisation

Camphill communities have particular ways of working, and these involve the active presence of those who have historically been called Camphill co-workers. When working together they form communities of co-workers, and within a Camphill community context are part of a charitable company, usually regulated.

In this situation, it is important that these relationships can be described and understood, in order that the perspective of each constituency can be considered and reviewed on a regular basis.

In order to help with this sharing of perspectives, three documents have been developed as a stimulus to reflection, mutual understanding and the gaining of clarity over specific areas.

The intention is that these documents will help to address the following questions, without providing definitive answers, but aiding their exploration.

For example:

- What is a Camphill co-worker?
- How do communities of co-workers relate to the legally responsible organisations of which they are part?
- Is there a clear and healthy understanding between individual co-workers and the organisation of which they are part over specific areas e.g. accommodation, personal needs and finances, retirement etc.?

Our recommendation is that these documents be seen as connected and inter-dependent. Any understandings achieved depend on goodwill, trust and acceptance of good practice within a chosen field of work.

Individual co-workers, communities of co-workers and organisations are encouraged to adopt these documents which are intended to help in fostering healthy social organisms and upholding the unique nature of the Camphill co-worker. These documents are not intended to create legally binding relationships.

It is recommended that there is evidence in one form or another, especially from new co-workers, that they have read and understood these documents and have freely accepted working and relating to each other in this way without the intention to create a legal relationship. A possible form of confirmation of this free acceptance is included for consideration at the end of this document.

Three documents, a summary:

**Membership of a Community of Camphill Co-workers** - describes aspects of the Camphill ethos which individual co-workers and communities of Camphill co-workers strive to uphold. It does not do this definitively, but as a stimulus to reflection, common study, and further development of what it means to be a Camphill co-worker and a community of co-workers working together.

**Exploring the Community of Co-workers and Organisational Perspectives** - is a stimulus to dialogue between a community of co-workers and the organisation in which it is active. It points to themes, which, through discussion, will help everyone concerned to appreciate how a community of co-workers relates to its task, and how organisations can support and be in dialogue with communities of co-workers.

**Guidelines on Key Elements of the Relationship between the Individual Co-worker and the Organisation** - identifies a number of key practical and financial considerations and understandings which are of importance in the social, practical and financial relationships of co-workers to the organisation, and *vice versa*. (Words in brackets may vary depending on the community context and are illustrated here in the context of one multi-community context and one single community context. It may be amended, however it would be advisable to seek advice on why the original wording was chosen and on the potential implication of the proposed changes.) This document needs to be agreed by the trustees acting in accordance with the Memorandum following consultation with co-workers and people with management responsibility.

#### **Addendum (March 2012): A clarification of the term 'Camphill Co-worker'**

The definition of a Camphill co-worker is to be found in the Memorandum (or more recently the Articles of Association) of all Camphill charities in England and Wales. It is further elaborated in the Opinion of Peter Trevett QC and the understanding with HMRC with regard to the tax status of Camphill Co-workers.

The term needs to encompass both the intentions and the living practices of the Camphill Co-worker.

A Camphill Co-worker is someone who:

- 1) Lives and/or works in a Camphill community
- 2) Does so with the intention to work in accordance with the principles of Rudolf Steiner
- 3) Does so by will and personal commitment, not by the rights and obligations of contract

# Membership of a Community of Camphill Co-workers

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Any individual may realise that they want to join a community of co-workers. They will have reflected fully on their intention to do so and will have made their decision freely.

## Shared Ethos

Within a community of co-workers all members act out of a shared ethos and are willing to be accountable for it. This shared ethos can be summarised as:

- A social idealism based on anthroposophy
  - The threefold nature of the social organism
  - The Fundamental Social Law
  - The Social Ethic
- A mutual trust and accountability based on essential values of Camphill
  - Recognising the spiritual integrity of each member
  - Committing individually to ongoing inner development
  - Working out of love for a common purpose

## Common Purpose

A community of co-workers aims to be a dynamic, evolving and purposeful social organism, continuously reviewing its ethos and engaging in whatever tasks it undertakes with respect for others, and listening to and recognising the spiritual integrity of each one.

Co-workers who want to unite with each other in this way will immerse themselves in the activities of the community of co-workers and work for the good of the community, its purpose, tasks and wider responsibilities.

## Review

This shared ethos and common purpose require constant attention and review in order that it remains true and clear to all members of the community of co-workers.

## Membership

Membership of the community of co-workers is entirely voluntary. Every member is free to leave the community at any time and the community of co-workers may ask any member to leave at any time. New members will receive support for their engagement with the shared ethos and common purpose of the community of co-workers. At the conclusion of a period of familiarisation with the community of co-workers their understanding and commitment will be reviewed.

**Human communities, like individuals, are never perfect - *they are always evolving.***



## Appendices

### Anthroposophy

Rudolf Steiner first describes *The Threefold Social Order* in 1919, and his ideas have been brought into a degree of practical realisation in Camphill over a period of more than seventy years. Today, there is a wide-ranging literature to do with this, and many examples of practical work have expanded on Steiner's pioneering thoughts.

Rudolf Steiner describes a number of laws that govern the relationships of individuals within a community. One of these, *The Fundamental Social Law*, was first described by him in a series of essays written between 1905 and 1906. It states: *In a community of people working together, the wellbeing of the community is greater the less the individual worker claims for himself the proceeds of the work he has done, and the more he makes these over to his fellow workers. Similarly, he allows his own needs to be met out of the work done by others.*

This social principle governs how the individual should work in the community and how the community and fellow co-workers should relate to the work and needs of the individual co-worker. The essays expand on the main principle and provide guidance on the conditions for its optimal realisation in practice.

*The Social Ethic* states: *The healthy social life is found when in the mirror of the soul of the individual the whole community finds its reflection and when in the community the virtue of each one is living.*

### Camphill Values

Camphill is a movement founded in practical idealism and continuous improvement. Relating to such idealism is a *cultural-spiritual* activity.

In his essay *The Three Essentials of Camphill*, written in 1965, Karl König refers to three aspects which need to exist within any social organism: our understanding of what it means to be a human being; the importance of the personal development of the co-worker in any attempt to create healthy interpersonal relationships and build community; and our appreciation for the distinctions which exist between the spiritual, rights and economic spheres of activity. Camphill co-workers need to be familiar with these distinctions and with the conditions which apply to each of these three separate yet related areas.

*The First Memorandum*, formulated by Karl König in 1945, is an early expression of the values and expectations which form the relationship between the co-worker and the Camphill Impulse. These are summarised in succinct form as having to do with working out of love with those for whom co-workers have responsibility, care for the land and the surroundings of the community, and striving for self-knowledge in ways appropriate to the present time, with particular reference to the *Michael Age* as revealed by anthroposophy.

# Exploring the Community of Co-workers and Organisational Perspectives

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## Working with this document

In Camphill communities it is a challenge to honour being an intentional community with a particular ethos and purpose and at the same time being involved with a charitable organisation contracting to provide care and support to vulnerable people. Although this challenge has always existed, changes in both the external environment (for instance, the increased emphasis on safeguarding) and the internal environment (for instance, increasing numbers of employed staff and in some cases employed managers), make it important that this inherent challenge is being worked with consciously.

This document focuses on the community of co-workers (rather than the intentional residential community formed of co-workers, beneficiaries and others) and its relationship with the organisational perspective. It aims to stimulate discussion by providing a structure and some thoughts on key aspects of the relationship. It can be used as the basis for a regularly reviewed document reflecting in practical terms the evolving nature of the partnership between the community of co-workers and the organisation.

There are eight sections:

- **Key people, characteristics and roles**
- **Ethos**
- **Intentional residential community**
- **Membership of the community of co-workers**
- **Partnership**
- **Governance**
- **Management**
- **Provision for the reasonable needs of co-workers**

Each section is in two columns with what might be the perspective of the community of co-workers on the left and what might be the organisational perspective on the right.

Questions for reflection and discussion are in blue.



## Community of Co-workers

## Organisation

### Key people

Members of the community of co-workers working in the organisation (not guest volunteers).	Trustees, management group members, employed managers, employees, other co-workers and guests and other volunteers – i.e. everyone working within the organisation.
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### Key characteristics

An emphasis on, for example: relationships, mutuality, respect and tolerance.	An emphasis on judgement, consistency, fairness and effectiveness.
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### Key roles

<p>It supports co-workers to understand, value and work with the underlying ethos of Camphill both in their work and in their relationships with each other.</p> <p>It provides a forum for discussion and decision-making on collective provision and welfare in accordance with Camphill's approach to the Fundamental Social Law.</p>	<p>Governing, managing and acting in the best interests of the beneficiaries (current and future), and of the organisation as a whole in the context of its vision and values and its external and internal environment, taking into consideration what is important to all key stakeholders.</p>
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*Is this a reasonable summary? Is there anything missing or needs modifying or adding?*

# Ethos

<p><i>What is important to the community of co-workers about how the ethos is upheld, in the context of the management and governance of the organisation?</i></p> <p>What is important might include the following:</p> <ul style="list-style-type: none"> <li>• A reasonable amount of resources (time and finance) are made available to support active engagement with the ethos within the organisation as a whole.</li> <li>• Trustees, managers or management group members, take steps to understand the ethos and strive to uphold it and be willing to be accountable for doing so.</li> </ul> <p><i>Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?</i></p>	<p><i>What is important from an organisational perspective about how the ethos is upheld, in the context of the relationship with the community of co-workers?</i></p> <p>What is important might include the following:</p> <ul style="list-style-type: none"> <li>• The community of co-workers actively works together out of a living understanding of the philosophical foundation to the Camphill ethos.</li> <li>• The community of co-workers hold each other accountable for actively working together out of their understanding of the ethos.</li> <li>• The community of co-workers are willing to account for how they engage with the ethos.</li> </ul> <p><i>Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, management group or managers?</i></p>
<p><i>What would this look like in practice? What do you plan to do as a result?</i></p> <p>For example: Retreats on the ethos are held to review how it is manifesting in practice. Trustees and employees have regular seminars on the ethos.</p>	



# Intentional residential community

*What is important to the community of co-workers about how the management of the organisation is conducted in relation to the intentional residential community, formed of beneficiaries, co-workers and others?*

What is important might include the following:

- Sufficient 'staff', ideally co-workers, and resources to carry out the tasks required to fulfil the organisation's responsibilities so that the workload of co-workers individually and collectively is reasonable and leaves sufficient time available for co-workers to freely contribute to the healthy social life of the intentional residential community.
- Support for the community of co-workers to address and resolve relationship difficulties to help maintain the healthy social life of the intentional residential community.

*Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?*

*What is important from an organisational perspective about the intentional residential community and the community of co-workers?*

What is important might include the following:

- In choosing to live and work in an intentional residential community with people with special needs members of the community of co-workers are willing to contribute in freedom to the healthy social life of the intentional residential community beyond their own work commitments and beyond the terms of the organisation's contractual and regulatory commitments, and that the community of co-workers will hold each other collectively accountable to do so.
- Difficulties between co-workers within the community of co-workers will be actively worked with to help maintain the healthy social life of the intentional residential community.

*Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, management group or managers?*

***What would this look like in practice? What could you do as a result?***

For example: Resources are made available for regular group reviews. Ways are found to assess the health of the social life of the intentional residential community.

## Membership of community of co-workers

*What is important to the community of co-workers about the membership of the community of co-workers, in the context of the management and governance of the organisation?*

What is important might include the following:

- A decision about who joins as a Camphill co-worker, and thus who may join the community of co-workers, needs the active consent of the community of co-workers.
- The community of co-workers can through a fair and equitable process require a co-worker to leave the community of co-workers, and therefore the organisation, even if from an organisational perspective that is not considered necessary.

*Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?*

*What is important from an organisational perspective about the membership of the community of co-workers?*

What is important might include the following:

- The organisation will be able to decide who joins the organisation as a co-worker and who is required to leave based on objective work-based criteria.
- The community of co-workers will strive to work out of Camphill's ethos when considering membership of the community of co-workers and will be willing to be held accountable for this.

*Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, management group, or manager?*

*What would this look like in practice? What could happen as a result?*

For example: The recruitment procedures might involve two separate processes. The disciplinary procedure might make provision for consultation with the community of co-workers in some circumstances.



# Partnership

## *What does the organisational form offer to the community of co-workers?*

What is important might include the following:

- The organisation offers the community of co-workers a way to work out of their shared ethos and purpose, and work together in a worldly practical way.
- The organisation offers limited liability, a tax-efficient legal form, and a suitable legal form for fundraising.

*Is this a reasonable summary? Is there anything else from a community of co-workers perspective?*

## *What does the community of co-workers offer to the organisation?*

What is important might include the following:

- The community of co-workers offers a way to help the organisation to fulfil its charitable purpose, that is: *“to provide care to... people with a disability ...in accordance with the principles of Dr Rudolf Steiner ...particularly (without limitation) by the ... maintenance of communities... in which beneficiaries live and/or work and/or to which they otherwise resort, in community with persons providing support.”* [from the Governing Document]
- It also offers a way to help the organisation to practice its ethos: *“...Specific practices ...should be integrated into the work of the Charity as far as appropriate, including: Community Life. Camphill establishes and maintains intentional communities. Their sustainability rests on an ethical foundation that recognises the uniqueness of the individual... Social life...is based upon a threefold arrangement...By application of these principles community members are bound together by will and personal commitment, not by legal constructs, meaning, for beneficiaries, any form of compulsion and for Co-workers the rights and obligations of contract.”* [from the Appendix/Schedule to the Governing Document]

*Is this a reasonable summary? Is there anything else that might be important from the organisational perspective?*

# Governance

*What is important to the community of co-workers about how the governance of the organisation is conducted?*

What is important might include the following:

- Trustees exercise authority in a way that upholds Camphill's ethos and emphasises involvement, collaboration and empowerment.
- Trustees respect the role of the community of co-workers and their role in the life of the intentional residential community.
- Trustees respect the limits to their role and work collaboratively with members of the community of co-workers who are involved in management responsibility.

*Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?*

*What is important from an organisational perspective about how the governance of the organisation is conducted, in the context of the relationship with the community of co-workers?*

What is important might include the following:

- The community of co-workers seeks to understand the nature of governance and supports the trustees to ensure the organisation is well governed.
- Members of the community of co-workers who are involved in management responsibility are willing to be accountable for the exercise of that role to the trustees.
- If the organisation is not well managed the responsibility of the trustees to act is respected by the community of co-workers.

*Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, managers, or the management group?*

*What would this look like in practice? What do you plan to do as a result?*

For example: Governance training and regular reviews of governance are undertaken by trustees as well as the community of co-workers, the management group and managers.



# Management

*What is important to the community of co-workers about how the management of the organisation is conducted?*

What is important might include the following:

- For the community of co-workers it is important that those to whom authority to manage is delegated will exercise that authority in a way that upholds Camphill's ethos by emphasising involvement, collaboration and empowerment and respecting the role of the community of co-workers and their role in the life of the intentional residential community.

*Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?*

*What is important from an organisational perspective about how the management of the organisation is conducted, in the context of the relationship with the community of co-workers?*

What is important might include the following:

- Members of the community of co-workers who carry out a management role are willing to be accountable for the exercise of that role and exercise that role from an organisational perspective.
- For the management group or manager it is important that their authority to manage is respected by the community of co-workers and that whilst they will endeavour to take a collaborative approach it is understood that is not always appropriate or possible.

*Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, management group or manager?*

*What would this look like in practice? What do you plan to do as a result?*

For example: Discuss how the mandate from the trustees for the management group or the job description for an employed manager upholds the ethos and collaborative and inclusive ways of working as well as giving clear authority to manage and make decisions.

## Provision for the reasonable needs of co-workers

<p><i>What is important to the community of co-workers about how their reasonable needs are met?</i></p> <p>What is important might include the following:</p> <ul style="list-style-type: none"> <li>• Sufficient provision collectively available to meet, at a reasonable level, the reasonable needs of the members of the community of co-workers.</li> <li>• Freedom to decide collectively how their respective needs (including when leaving or during their retirement or otherwise when in need of support) are met from the resources made available.</li> </ul> <p><i>Is this a reasonable summary? Is there anything else that might be important to the community of co-workers?</i></p>	<p><i>What is important from an organisational perspective about provision for the reasonable needs of co-workers?</i></p> <p>What is important might include the following:</p> <ul style="list-style-type: none"> <li>• The financial provision needed to meet the members of the community of co-workers' collective needs, as an indirect benefit of serving the beneficiaries, is reasonable in the context of the organisation's resources and the tasks undertaken by co-workers, and can be demonstrated to be so and operates within a budget and a policy framework agreed by the trustees in accordance with the Governing Document.</li> <li>• The allocation and use of the shared resources (money, accommodation, vehicles etc.) between members of the community of co-workers, however that is done, is fair and involves actively recognising each other's needs. The approach is within the HMRC template.</li> <li>• The community of co-workers are willing to account for how they are working with the Fundamental Social Law.</li> </ul> <p><i>Is this a reasonable summary? Is there anything else that might be important from the perspective of the trustees, management group or manager?</i></p>
<p><i>What would this look like in practice? What do you plan to do as a result?</i></p> <p>For example: Regularly review the related policies and practices.</p>	



# Guidelines on Key Elements of the Relationship between [insert name of legal entity] And the Individual Camphill Co-worker in [insert name of community in a multi-community legal entity]

## 1. Introduction

Camphill communities are charitable companies providing education and/or social care to people with special needs, learning difficulties and/or mental health problems, who are also living and/or working in community with people providing support, some of whom are Co-workers who serve the community out of a shared intention about how they will live and work together.

One of the core principles of the relationship between a Co-worker and the community is expressed in the Fundamental Social Law formulated by Rudolf Steiner:

*In a community of people working together, the wellbeing of the community is greater the less the individual workers claim for themselves the proceeds of the work they have done, and the more they make these over to their fellow workers. Similarly, they allow their own needs to be met out of the work done by others.*

Therefore, it is a fundamental tenet of Camphill and the basis on which Co-workers join a Camphill community that, following the Fundamental Social Law, the relationships between a Co-worker and their fellow Co-workers and the charitable company through which the community has legal identity, are governed by mutual trust, shared belief and vision, personal commitment and community participation and not by any contract of service, any contract for services, or any other form of contract, or legally enforceable rights or obligations, express or implied.

This document seeks to describe the key elements of this freely entered relationship with the charitable company for the purposes of ensuring that the nature and the implications of this relationship are mutually understood.

## 2. Work

There are regulatory and other requirements that come from being a charity supporting vulnerable people which must be adhered to by everyone working within the community, whether they are working as an employee under a contract of employment, as a Co-worker working voluntarily out of mutual commitment, or as a conventional volunteer.

Co-workers have individual work responsibilities and may share some responsibilities collectively. These responsibilities may change from time to time. However, they are usually a fulltime commitment unless agreed otherwise for a period (for instance, during late pregnancy and the first year of parenthood). Co-workers are expected to adhere to all policies and procedures and any codes of conduct that are applicable, follow all reasonable directions given on their practice, and undertake training as required, as certain standards of conduct and performance need to be maintained.

Living and working in a Camphill community is not easy and is not for everyone. The first [six months] as a Co-worker is an opportunity for both the community and the individual to review whether the situation is working. Occasionally, the review period may be extended to allow a longer period for deciding.

### 3. The community of Co-workers

Co-workers are also members of the community of Co-workers having freely stated their intention and commitment to be actively engaged with other Co-workers working out of a shared ethos and common purpose.

Working with the Fundamental Social Law, Co-workers are expected to engage with their fellow Co-workers to support each others' welfare and other needs. Monies are allocated, at the discretion of the trustees, to the community of Co-workers to support this.

### 4. The life of the community

Whilst the personal values and spiritual orientation of each Co-worker are respected, it is expected that in being part of a Camphill community Co-workers share an interest in anthroposophy, a striving for community building, and will actively support the community's celebrations and festivals. It is hoped that out of this Co-workers will contribute in freedom to the healthy social life of the community and will share responsibility for the physical, social, economic and spiritual wellbeing of the community.

### 5. Personal time

Co-workers are expected to take a reasonable amount of free time on a daily and weekly basis and to rest if they are unwell. Co-workers are also encouraged to arrange, in coordination with others, at least four weeks (but no more than [ ] weeks without the support of management and the agreement of the trustees) of holiday each year.

### 6. Accommodation

Reasonable accommodation will be provided for Co-workers and for their children in fulltime education. Provision for children beyond this will need to be discussed and agreed.

Co-workers and their children living in shared accommodation are expected to participate in the shared household tasks with other residents.

Occupation is without legal rights and will end when the Co-worker's work with the community ends unless otherwise agreed for a limited period. If a Co-worker is suspended as a result of a safeguarding concern they may not be able to reside in their accommodation for a period.

Alternative provision will be made. Depending on the circumstances, alternative accommodation may need to be provided if a Co-worker is unable to work for a period due to ill health.

### 7. Subsistence and other needs

What needs are met from the resources made available and to what extent is decided collectively by the community of Co-workers working out of the Fundamental Social Law, within a policy framework determined by the trustees.

At the discretion of the trustees, monies are allocated each year to the community of Co-workers to meet the reasonable needs of Co-workers working in the community and their dependent children.

In addition to the provision of food and access on a shared basis to transportation, provision normally includes funding for personal holidays, Steiner Waldorf education for children living in the community, a reasonable amount of personal discretionary expenditure for clothing and



other personal items, entertainment, the pursuit of personal interests, and personal development.

A Co-worker has no legal entitlement to any payment or any other benefit.

Expenditure of funds entrusted to the Co-worker must be authorised and accounted for in accordance with the highest level of probity and any applicable policies and procedures.

Co-workers are personally responsible for ensuring that national insurance contributions are paid on their behalf and tax returns completed in accordance with the arrangements made between HMRC and Camphill communities. State benefits belong to the Co-worker although they may be taken into account by the community of Co-workers and the trustees.

The personal assets of a Co-worker remain the property and responsibility of the Co-worker.

Aside from personal items kept within their own accommodation, personal property should not be used in a community context without an agreement being made and recorded about the nature of the arrangement.

Any income derived from a Co-worker's work belongs to the charitable company. A Co-worker should not carry out external remunerated work unless expressly agreed to the contrary by the trustees.

A Co-worker is expected to have disclosed before joining the community any personal debts and other liabilities (such as maintenance payments), so that appropriate arrangements can be considered on a case by case basis.

## 8. Leaving the community

Co-workers may choose to leave the community for a variety of reasons. It is asked that Co-workers let the community know sufficiently well in advance so arrangements can be made to properly pass on work responsibilities.

In some circumstances a Co-worker may be required to leave. This may be the outcome of concerns addressed through the [CVT Concerns Procedures/Disciplinary Procedure]; because of long term ill health affecting their ability to work; as a result of ceasing to be a member of the community of Co-workers (for instance, as a result of a breakdown of relationships and trust with the community of Co-workers); be the consequence of their partner leaving; or for some other reason.

If one Co-worker in a relationship leaves the community for any reason, the practicalities of the other Co-worker remaining will be considered carefully and, depending on the circumstances, they may be required to also leave.

In whatever circumstances a Co-worker leaves, monies may be made available on a discretionary basis within a policy framework agreed by the trustees, based to an extent on the duration of the relationship, to provide financial support for the immediate needs of Co-workers leaving the community to manage the transition to their new life situation. This is in recognition that Co-workers have not been able to accumulate savings whilst in Camphill and may, depending on their personal resources and their plans for their next steps, need some financial support to help with their transition from Camphill.

Co-workers may take with them on leaving items purchased from community monies allocated for their personal use. However, items purchased from community monies, whether for work, community or personal use (e.g. office equipment and household furniture), may only be removed with prior agreement.

## 9. Retirement

At the discretion the trustees, [insert from specific organisational context: example from CVT Ruth Fund) ... financial support may be provided to former Co-workers upon their retirement. In some circumstances, accommodation may be available within the community. Although, there is no legal right or entitlement to support, the Ruth Fund has been established to make provision for Co-workers in their old age on a discretionary basis based on their duration of the relationship and an assessment of their needs and resources. The level of support offered is limited to the resources available.

## 10. Concerns

Co-workers are encouraged, in the first instance, to seek to resolve their concerns through informal discussions with their colleagues. If a Co-worker has concerns about anything related to his or her work or the community's activities, the [Co-workers Concerns Procedure/Grievance Procedure] can be used. Co-workers must refer to the safeguarding policy if they have concerns of a safeguarding nature.

Concerns about the conduct or performance of a Co-worker will be addressed in accordance with the [disciplinary procedure called the CVT Concerns Procedure/Disciplinary Procedure]. While a concern is being [looked into/investigated] a co-worker may be suspended from work and, particularly where the concern is of a safeguarding nature, they may be required during the period of suspension (at little or no notice) to stop residing in their accommodation. Alternative provision will be made for their support. If the concern is of a safeguarding nature it may not be possible initially to disclose the details of the concern.



# Confirmation

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It is to be hoped that working with **Camphill Co-workers - Three Perspectives** will provide a helpful basis for understanding what it means to be a Camphill co-worker in a modern context.

The recommendation is that the three documents it contains be seen as connected and inter-dependent:

- **Membership of a Community of Camphill Co-workers**
- **Exploring the Community of Co-workers and Organisational Perspectives**
- **Guidelines on Key Elements of the Relationship between the Individual Co-worker and the Organisation**

Individual co-workers, communities of co-workers and organisations are encouraged to engage with, modify if required, and adopt these documents, which are intended to help in fostering healthy social organisms and upholding the unique nature of the Camphill co-worker. These documents are not intended to create legally binding relationships.

The confirmation below is suggested to provide evidence that co-workers, whether new or existing, have read and understood these documents. A signature would simply confirm that they have freely chosen to work and relate to each other and the organisation in this way without the intention to create a legal relationship.

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*I confirm that I have made the personal commitment to live and work (on the basis of mutual trust and personal will and commitment, not right and obligation), as a Camphill Co-worker, within the Camphill community at [Camphill community location], as operated by [Camphill charitable company name], in accordance with the principles of Rudolf Steiner, as reflected in the following documents: 'Membership of a Community of Camphill Co-workers', 'Exploring the Community of Co-workers and Organisational Perspectives', and 'Guidelines on Key Elements of the Relationship between the Individual Co-worker and the Organisation'.*

**Signed:**

**Date:**

**Name:**