

Child Safe Code of Conduct Agreement Staff / Volunteer Agreement

All members of the Board of Directors, staff and volunteers and contractors are required to abide by this Code of Conduct, which sets out the appropriate standards of behaviour within Life Choice. The Code should be interpreted with integrity, transparency and common sense, with children's best interests as the primary objective.

At Life Choice, Board of Directors will:

- Take responsibility for ensuring all staff, volunteers and contractors understand and comply with the Code of Conduct and know their roles, responsibilities and duty of care obligations and
- Deal with any breaches of the Code of Conduct seriously and responsively, and take appropriate disciplinary action.

All staff, volunteers and contractors will:

- Prioritise the safety and wellbeing of children and take responsibility for ensuring that the service operates in child safe environments at all times
- Act as a positive role model for children, and model respectful behaviours at all times
- Promote an open environment where children can have a say and express their thoughts and feelings and be taken seriously
- Treat all children fairly, equally and with respect
- Value children's ideas and opinions, and believe them
- Maintain professional standards of conduct, including keeping clear boundaries between professional and personal
- Promote respectful behaviour, and intervene in situations of bullying between children
- Be aware of their duty of care, and their legal obligations such as mandatory reporting of child abuse concerns
- Be sensitive to the needs of children from culturally and linguistically diverse backgrounds.
- Be sensitive to the needs of children with a disability.
- Act in accordance with the organisation's policy on appropriate physical contact with children
- Act in accordance with the organisation's policy on online/digital interactions with children (including Facebook, SMS, etc.)
- Respect children's privacy, and keep children and their families' information confidential unless otherwise required for safety reasons
- Be alert to risk of harm to a child from an adult or another child.
- Contact police if a child is at immediate risk of abuse
- Take appropriate action if they witness another person breaching or potentially breaching this Code
- Abide by all organisational policies, procedures and this Code of Conduct, and
- Report any concerns of abuse or neglect.

Staff, volunteers and contractors will not:

- Ignore, disbelieve or minimise allegations or concerns of abuse from children or other adults
- Act in a way that is likely to humiliate, oppress or degrade children
- Act in a way that is likely to result in harm to children in any way, including physical, emotional, psychological, or cultural harm.
- Engage in any form of sexual conduct with children, such as showing children sexually explicit material

- Act in a way that may put children at risk of abuse
- Unlawfully discriminate against any child on the basis of age, gender, race, culture, vulnerability or sexuality
- Engage in unnecessary or inappropriate physical contact with children, such as rough physical play
- Exchange personal contact details with children or have unauthorised contact with children outside of the scope of the organisation's services
- Show favouritism to particular children through special attention, or special relationships
- Take photographic or video footage of any child without their consent and the written consent of their parent/carer
- Work with children under the influence of drugs or alcohol
- Use inappropriate language, discuss topics of an adult nature, or express personal views about different cultures, race or sexuality while children are present, and
- Subject children to unauthorised restrictive practices such as using exclusionary time-out as punishment.

Any person found to be breaching this Code of Conduct will face disciplinary action relative to the seriousness of the breach, and may be subject to criminal proceedings. This may include termination of employment with Life Choice.

If you believe a child is at immediate risk of abuse phone 000.

I have read, understood, and agree to adhere to this Code of Conduct:

Name:

Signature:

Date: