

Child Safety Code of Conduct

Policy number	67	Version	1
		Approved by board on	15 April 2017
Responsible person	CEO	Review date	April 2019

CODE OF CONDUCT FOR BOARD MEMBERS, EMPLOYEES, VOLUNTEERS AND CONTRACTORS WORKING WITH CHILDREN AND YOUNG PEOPLE

All staff, volunteers and board members of Living Positive Victoria are required to familiarise themselves with this Code of Conduct and their obligations with regard to reporting child abuse, and to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

The CEO will:

1. Nominate two Child Safety Officers to provide information and support to all staff, board members, volunteers, service users, children, young people and their carers regarding child protection matters.

All board members, personnel, volunteers and contractors of Living Positive Victoria are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

1. Adhering to the law and Living Positive Victoria's child safety policy at all times;
2. Taking all reasonable steps to protect children from abuse;
3. Listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another;
4. Establish and maintain a child-safe environment in the course of their work;
5. Treat children and young people with respect and value their ideas and opinions;
6. Act as positive role models in their conduct with children and young people;
7. Comply with specific organisational guidelines on physical contact with children;
8. Respect the privacy and confidentiality, including medical confidentiality, of children, their families and carers. They may only disclose information with the written consent of the person concerned or their parents or caregiver unless making a report to police, Child Protection or Child FIRST.
9. Maintain a child-safe environment for children and young people;
10. Promoting the cultural safety, participation and empowerment of Aboriginal children (for example by never questioning an Aboriginal child's self-identification);

11. Promoting the cultural safety, participation and empowerment of children with culturally and linguistically diverse backgrounds (for example by having zero tolerance of discrimination);
12. Promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities); and
13. Ensuring as far as practicable that adults are not left alone with a child other than their own child/ren.

No person shall:

1. Shame, humiliate, oppress, belittle or degrade children or young people;
2. Discriminate against any child including because of HIV status, race, culture, ethnicity, disability, aboriginality, sexuality, gender identity or religion;
3. Engage in any activity with a child or young person that is likely to physically or emotionally harm them;
4. Initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves;
5. Put children at risk of abuse (for example by locking doors);
6. Develop a 'special' relationship with a specific child or young person or show favouritism through the provision of gifts or inappropriate attention;
7. Arrange contact, including online contact, with children or young people outside of the organisation's programs and activities (for example, no babysitting);
8. Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
9. Work with children or young people while under the influence of alcohol or illegal drugs or smoke in the presence of children;
10. Engage in open discussions of a mature or adult nature in the presence of children;
11. Ignore or disregard any suspected or disclosed child abuse;
12. Use inappropriate language in the presence of children; or
13. Do anything in contravention of the organisation's policies, procedures or this Code of Conduct

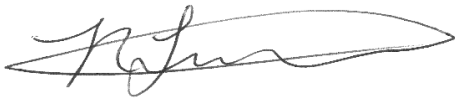
Reporting Child Harm

- Report allegations of abuse to Living Positive Victoria's Child Safety Officers and ensure that any allegation is reported to the police or Child protection. Ensure as quickly as possible that the child/ren are safe. You also have a legal obligation to report child sexual abuse to the police
- Report any child safety or welfare concerns to Living Positive Victoria's Child Safety Officers
- if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe and encourage children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.
- **If a child is at immediate risk of abuse call the police on 000**

What happens if you breach this Code of Conduct?

If you breach this Code of Conduct you will face disciplinary action, including and up to termination of employment or cessation of engagement with the organisation and notification to the relevant authorities. If the breach is of a sexual nature the police will be notified.

Authorisation

A handwritten signature in black ink, appearing to read 'Rick Fiedler', written over a horizontal line.

Rick Fiedler
Board Secretary

