

# Child Safe Code of Conduct



The City of Marion is committed to ensuring that children and young people are treated with sensitivity, respect, fairness and dignity within an environment that is free from all types of harm.

This Code of Conduct sets out the minimum standards of behaviour expected of all workers during any interactions with children and young people accessing City of Marion services.

Caring for children and young people brings additional responsibilities for employees and volunteers of our organisation. All employees and volunteers of our organisation are responsible for promoting and protecting the safety and wellbeing of children and young people by:

- Complying with the City of Marion's Children and Vulnerable Persons Safe Environments Policy and Procedure at all times and taking all reasonable steps to ensure the safety and protection of children and young people.
- Treating everyone (this includes employees, volunteers, students, children, young people and caregivers including those of different race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes and religious beliefs, with respect.
- Encouraging children and young people to participate in decision making processes and to 'have a say' on issues that are important to them.
- Listening and responding appropriately to the views and concerns of children and young people.
- Being a positive role model to children and young people in all conduct with them.
- Setting clear boundaries about appropriate behaviour between employees and the children and young people in the organisation – boundaries help everyone to understand their roles.
- Being alert to bullying and harassment behaviours and responding promptly and appropriately.
- Ensuring another adult is always present or in sight when conducting one to one coaching, instruction or other activity.
- Being alert to children and young people who are, or may be at risk of harm, and reporting this immediately to the Child Abuse Report Line (13 14 78).
- Responding immediately, fairly and transparently to any serious complaints made by a child, young person or their parent/guardian, or discussing their concern with their People Leader or a Child Safe Representative. Ensure a commitment to maintaining confidentiality including situations that would require the sharing of information, for example mandatory notification responsibilities.

Employees and volunteers must not:

- Engage in rough physical games with a child or young person.
- Hit or physically assault a child or young person.
- Use language that is offensive or otherwise inappropriate.
- Shout, yell or speak to a child or young person in an angry, intimidating or threatening manner.
- Develop any 'special' relationships with children and young people that could be seen as favouritism such as the offering of gifts or special treatment.

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- Do things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes.
- Take children or young people to the workers home or on outings that do not fall within professional duties or that have not been authorised by parents or guardians. Initiating or engaging in 'friendship' relationships with a child or young person. For example, it is not appropriate to make arrangements to socialise outside the work environment. Remember, children and young people are City of Marion clients not friends.
- Discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.
- Fail to report disclosures of abuse or suspicions of abuse to the relevant supervisor and/or the Child Abuse Report Line (13 14 78).

## Breach of the Child Safe Code of Conduct

All workers at the City of Marion have a responsibility for promoting and supporting these standards of behaviour.

Any breach of this Child Safe Code of Conduct will be managed in accordance with the City of Marion's Employee Performance Policy and the Managing Unsatisfactory Workplace Performance Procedure.

This Child Safe Code of Conduct has been drafted in accordance with section 114 of the *South Australian's Children and Young People (Safety) Act 2017* and the City of Marion's Safe Environments for Children and Vulnerable Persons Policy.

For further information relating to the application of this Code of Conduct, please refer to the Safe Environments for Children and Vulnerable Persons Policy and Procedure.

## I agree to abide by this code of conduct

Name:.....

Signature:..... Date:.....