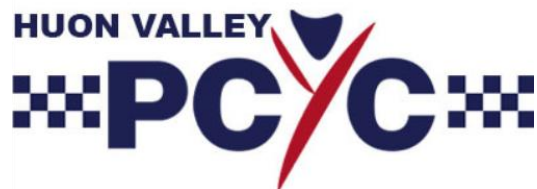


Child Safe Code of Conduct

All paid and unpaid staff, including volunteers of the Huon Valley PCYC are responsible for the safety and wellbeing of children and young people who engage with the Huon Valley PCYC. All paid and unpaid staff are expected to act in accordance with this Code of Conduct in their physical and online interactions with children and young people under the age of 18 years.

I will:

- Act in accordance with the Huon Valley PCYC's child safety and wellbeing policies and procedures at all times.
- Behave respectfully, courteously, and ethically towards children and their families and towards other staff.
- Listen and respond to the views and concerns of children, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- Promote the human rights, safety, and wellbeing of all children at the Huon Valley PCYC
- Demonstrate appropriate personal and professional boundaries.
- Consider and respect the diverse backgrounds and needs of children.
- Create an environment that promotes and enables children's participation and is welcoming, culturally safe, and inclusive for all children and their families.
- Involve children in making decisions about activities, policies and processes that concern them wherever possible.
- Contribute, where appropriate, to the Huon Valley PCYC's policies, discussions, learning and reviews about child safety and wellbeing.
- Identify and mitigate risks to children's safety and wellbeing as required by the Huon Valley PCYC's risk assessment and management policy or process.
- Respond to any concerns or complaints of child harm or abuse promptly and in line with the Huon Valley PCYC's policy and procedure for receiving and responding to complaints.
- Report all suspected or disclosed child harm or abuse as required by relevant legislation and by the Huon Valley PCYC's policy and procedure on internal and external reporting.
- Comply with the Huon Valley PCYC's protocols on communicating with children.
- Comply with relevant legislation and the Huon Valley PCYC's policies and procedures on record keeping and information sharing.



I will NOT:

- Engage in any unlawful activity with or in relation to a child.
- Engage in any activity that is likely to harm a child physically, sexually or emotionally.
- Unlawfully discriminate against any child or their family members.
- Be alone with a child unnecessarily.
- Arrange personal contact, including online contact, with children I am working with for a purpose unrelated to the Huon Valley PCYC's activities.
- Disclose personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless I am required to do so by the Huon Valley PCYC's policy and procedure on reporting.
- Use inappropriate language in the presence of children or show or provide children with access to inappropriate images or material.
- Work with children while under the influence of alcohol or prohibited drugs.
- Ignore or disregard any suspected or disclosed child harm or abuse.

If I think this Code of Conduct has been breached by another person in the Huon Valley PCYC, I will:

- Act to prioritise the best interests of children.
- Take actions promptly to ensure that children are safe.
- Promptly report any concerns to my manager, a Board Member, or any other leader in the Huon Valley PCYC.
- Follow the Huon Valley PCYC's policies and procedures for receiving and responding to complaints and concerns.
- Comply with legislative requirements on reporting, if relevant, and with the Huon Valley PCYC's policy and procedure on internal and external reporting.

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