



## Child Safety Code of Conduct for members of the Board of Governance

### Statement of commitment

Hampton Park Community House is committed to the safety and wellbeing of children and young people as outlined in Hampton Park Community House's Statement of Commitment to Child Safety and Hampton Park Community House's Child Safe Environment Policy.

### PURPOSE

This Code of Conduct aims to protect children, reduce any opportunities for child abuse or harm to occur and to ensure a response where there are concerns about abuse or harm. It also assists in understanding how to avoid or better manage risky behaviours and situations.

### Definitions

- Child means a person under the age of 18 years (Children Safety and Wellbeing Act 2005).

### Responsibilities

- The Board of Governance (BoG) and staff at Hampton Park Community House have a leadership role in ensuring safe, supportive and enriching environments which respect and foster the dignity and self-esteem of children and enable them to thrive in their learning and development.
- Members of the BoG and staff are required to have a Working with Children Check or to be registered by the Victorian Institute of Teaching.
- As part of *Hampton Park Community House's* plan for the implementation of Child Safe Standards, the BoG will support the implementation and monitoring of this Child Safety Code of Conduct.
- All BoG members, staff, contractors and volunteers are required to comply with this Child Safety Code of Conduct by observing expectations for appropriate behaviour as outlined below.

### Acceptable behaviours

BoG members and staff are responsible for actively supporting and promoting the safety of children by:

- upholding *Hampton Park Community House's* Child Safe Environment Policy
- taking all reasonable steps to protect children from abuse
- treating everyone with respect, including listening to and valuing the ideas and opinions of all who come into contact with Hampton Park Community House
- listening to children and responding to them appropriately, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child
- welcoming all children who come into contact with [Service Name], their families and carers and being inclusive





- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children
- respecting cultural, religious and political differences and acting in a culturally sensitive way
- promoting the safety and participation of children with a disability
- complying with this code of conduct and *Hampton Park Community House's* Child Safe Environment Policy when in contact with children including physical and other forms of contact, ensuring that where contact occurs with children, that this happens in an open and transparent way – so other adults know what you are doing with children
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
- ensuring as quickly as possible, if child abuse is suspected, that the child(ren) is/are safe and protected from harm
- reporting and acting on any breaches of this Code of Conduct, complaints or concerns
- reporting allegations of child abuse or other child safety concerns to the Hampton Park Community House's Child Safety Officer
- respecting the privacy of children and their families, and only disclosing information to people who have a need to know.
- treating children and their families with respect both in relation to Hampton Park Community House's activities and outside of Hampton Park Community House as part of normal social and community activities

### Unacceptable behaviours

BoG members and staff must **NOT:**

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- seek to use children in any way to meet the needs of adults
- develop a relationship with any child that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts or inappropriate attention)
- ignore behaviours by other adults towards children when they appear to be overly familiar or inappropriate
- ignore or disregard any concerns, suspicions or disclosures of child abuse
- treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
- exchange personal contact details such as phone number, social networking site or email addresses with children who you come into contact with through your role at *Hampton Park Community House*
- have unauthorised contact with children and young people who you come into contact with through your role at Hampton Park Community House online or by phone
- photograph or video a child who you come into contact with through your role at Hampton Park Community House except in accordance with Hampton Park Community House's policies.

**Authorised by the Board of Governance**

**Date:** 28 September 2023

