

1. OUR COMMITMENT TO CHILD SAFETY & WELLBEING

- 1.1. All children who visit our venues have a right to feel and be safe. We are committed to promoting and maintaining a culture that does not permit or tolerate child abuse, neglect, or exploitation.
- 1.2. Our priority is to ensure the welfare and safety of every child that has contact with our customers, team members, volunteers, and contractors.
- 1.3. We are committed to the cultural safety of First Nations children, children from culturally and linguistically diverse backgrounds, LGBTQIA+ children, children with disability, and their families.

2. SCOPE

- 2.1. The Child Safe Code of Conduct applies to every person undertaking work for the organisation, including board members, executive leaders, team members, volunteers, contractors, and consultants.

3. ABOUT THIS CODE

- 3.1. The Child Safe Code of Conduct sets expectations for how team members, volunteers and contractors should behave around children. This is important to help prevent children from being harmed.
- 3.2. Child abuse takes many forms and can include physical, sexual and psychological abuse, ill-treatment and neglect. *Our Child Safety and Wellbeing Policy* provides more information about these different types of abuse.
- 3.3. This Code identifies positive child safe behaviours that all team members, volunteers and contractors must follow. It also identifies behaviours that we consider unacceptable.
- 3.4. Engaging in unacceptable behaviour is a breach of this Code and may result in disciplinary action which could include termination of employment or termination of engagement.
- 3.5. Some examples of concerning behaviours are also provided below. These are behaviours that on their own may not constitute a breach of the Code of Conduct but together may indicate a pattern of behaviour that poses a risk to the safety of children.

4. POSITIVE, CHILD SAFE BEHAVIOURS THAT ARE ENCOURAGED TO KEEP CHILDREN SAFE

I will:

- 4.1. Treat all children and young people with respect.
- 4.2. Listen to and value children and young people's ideas and opinions.
- 4.3. Welcome all children and their families and carers by being inclusive.
- 4.4. Actively promote cultural safety and inclusion Listen to children and respond to them appropriately.
- 4.5. Welcome parents and carers to participate in decisions about their child's training schedule and any other matters about their safety.

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- 4.6. Report any conflicts of interest (such as an outside relationship with a child).
 - 4.7. Adhere to all relevant legislation and our child safe policies and procedures.
 - 4.8. Work within a team to ensure that the needs of the child (and their family) remain the paramount focus.
 - 4.9. Participate in all compulsory training.
 - 4.10. Raise concerns with management if risks to child safety are identified, including cultural, environmental, and operational risks.
 - 4.11. Report and act on any concerns or observed breaches of this Code of Conduct.
 - 4.12. Take all reasonable steps to protect children from abuse.
 - 4.13. Respect the privacy of children and their families by keeping all information about child protection concerns confidential.
 - 4.14. Inform parents and carers if there are situations that need to be safely managed but are outside the boundaries of this Code of Conduct (such as driving an athlete to a swimming competition or undertaking one-on-one training sessions).
 - 4.15. Always have another adult present or in sight when conducting one to one coaching or instruction.
 - 4.16. Take a child seriously if they disclose harm or abuse.
 - 4.17. Ensure breaches of this Code are reported immediately.
 - 4.18. Uphold the rights of the child and always prioritise their needs.

5. UNACCEPTABLE BEHAVIOURS THAT WOULD BE CONSIDERED A BREACH OF THE CODE OF CONDUCT

I will NOT:

- 5.1. Condone or participate in illegal, unsafe or abusive behaviour towards children, including physical, sexual or psychological abuse, ill-treatment, neglect or grooming.
- 5.2. Ignore or disregard any concerns, suspicions or disclosures of child abuse.
- 5.3. Exaggerate or trivialise child abuse issues.
- 5.4. Use hurtful, discriminatory or offensive behaviour or language with children.
- 5.5. Fail to report information to police if I know a child has been abused.
- 5.6. Engage in unwarranted and inappropriate touching involving a child.
- 5.7. Do things of a personal nature that a child can do for themselves such as changing clothes.
- 5.8. Persistently criticise and/or denigrate a child.
- 5.9. Deliberately prevent a child from forming friendships.
- 5.10. Verbally assault a child or create a climate of fear.

- 5.11. Offer children and young people alcohol, cigarettes or other drugs.
- 5.12. Show children pornographic images.
- 5.13. Encourage a child to communicate with me in a private setting.
- 5.14. Share details of sexual experiences with a child.
- 5.15. Use sexual language or gestures in the presence of children

6. TYPES OF BEHAVIOURS CONSIDERED A CONCERN AS PART OF A BROADER PATTERN OF BEHAVIOUR

I understand the following types of behaviour may be of concern:

- 6.1. Being alone with a child when there is no professional reason for doing so.
- 6.2. Showing favour to one child over others.
- 6.3. Babysitting, mentoring and/or tutoring a child out of work hours (without managerial approval).

7. INTERNAL AND EXTERNAL REPORTING OBLIGATIONS

- 7.1. All team members, volunteers, contractors must speak-up if they have concerns about the safety of children.
- 7.2. Concerns about breaches of this Code of Conduct must be reported to your supervisor. In the event the breach concerns your supervisor, make the report to their manager or the People & Culture team.
- 7.3. Some breaches of this Code of Conduct may need to be reported to the Police or other child safety authorities. Our *Child Safety Complaint Handling Policy* provides more information about our reporting obligations to external authorities as well as describing protections and confidentiality provisions for anyone making a report.
- 7.4. The organisation has a Speak-up reporting line if you feel like you cannot safely disclose your concerns. Contact Speak-up on **1300 933 977**, or make an online report at: <https://belgravia.grapevineonline.com.au>, or by mail to PO Box 119, Carlton South VIC 3053.

8. RELEVANT CRIMINAL OFFENCES FOR FAILING TO REPORT CHILD ABUSE

- 8.1. In some cases, adults in child related work will have committed an offence if they know a person in the workplace poses a serious risk of abusing a child, and they have the power to reduce or remove the risk, and negligently fail to do so.

9. AGREEMENT AND SIGNATURE

I have read this Code of Conduct and agree to abide by it and its terms

Your name:		Your signature:	
Your work location:		Date of signing:	

10. APPROVAL AND REVIEW DETAILS

Effective Date	01/07/2022
Review Date	01/07/2025
Next Review Date	01/07/2025
Policy Owner (name and role)	Mark Maybury, Group Manager People & Culture
Policy Owner contact details	mmaybury@belgravialeisure.com.au
Policy Approver (name and role)	Alex Lord, Executive Director

Amendment History			
Version	Date	Author	Change description
V1.0	01/03/2017	Mark Maybury	Creation of the Child Safe Code of Conduct
V2.0	01/07/2022	Mark Maybury	Scheduled review. Significant rewrite of the Child Safe Code of Conduct