

**bestchance** is working for the growth of individuals through mutual respect and responsibility, within a harmonious and supportive work environment.

**bestchance** is committed to the protection of children from harm, abuse and exploitation, and has a moral, legal and ethical duty of care to ensure the safety and security of all children who participate in our programs. **bestchance** has zero tolerance of child abuse.

Management, employees, volunteers, visitors, The Cheshire Staff and contractors at **bestchance** are required to abide by:-

- This Child Safety Code of Conduct
- Child Safety Policy and procedure
- Child Protection Policy and Procedure
- Reportable Conduct Scheme
- People Principles/Code of Conduct

Under the CEO, management will:-

- Be responsible for the overall welfare and wellbeing of employees, volunteers, visitors and contractors
- Be accountable for managing and maintaining a duty of care towards, employees, volunteers, visitors and contractors
- Support and assist children who disclose child abuse, or are otherwise linked to suspected child abuse
- Nominate Child Safety Delegates to provide information and support to all employees, volunteers, visitors, children, young people and their carers regarding child safety/child protection matters

All people involved in the care of children on behalf of bestchance will:

- Work towards the achievement and aims and purpose of the organisation
- Be responsible for relevant administration of programs and activities of their area
- Maintain a duty of care towards others involved in these programs and activities
- Establish and maintain a child safe environment in the course of the work
- Support and assist children who disclose child abuse, or are otherwise linked to suspected child abuse
- Be fair, considerate and honest with others
- Be sensitive to the diversity and characteristics of the bestchance and The Cheshire School community
- Treat children and young people with respect and value their ideas and opinions
- Act as positive role models in their conduct with children and young people
- Be professional in their actions
- Maintain strict impartiality
- Comply with specific organisational policies and guidelines on physical contact with children
- Respect the privacy of children, their families and educators/carers, and only disclose information to relevant parties and/or organisations

- Operate within the policies, procedures, guidelines and codes of conduct of the organisation
- Report any suspected, alleged or disclosed child abuse to your up line Manager who will report to a Child Safety Delegate
- If a child is at immediate risk of abuse report to the police (000) if a child is at immediate risk of abuse

No person will:

- Shame, humiliate, oppress, belittle or degrade children of young people
- Unlawfully discriminate against any child
- Engage in any activity with a child or young person that it likely to physically or emotionally harm them
- Develop a 'special' relationship with a specific child or young person for their own needs
- Show favoritism through the provision of gifts or inappropriate attention
- Arrange contact, including online contact, with children or young people outside of the organisation's programs and activities
- Photograph or video a child or young person without the appropriate written consent of the child and his/her parents or guardians; and for use only for **bestchance** programs
- Work with children or young people whilst under the influence of alcohol or illegal drugs
- Engage in open discussions of a mature or adult nature in the presence of children
- Use inappropriate language in the presence of children or do anything in contravention of the organisation's policies, procedures, guidelines or codes of conduct

#### **What happens if you breach this Code of Conduct?**

Individuals who fail to follow this Code and are found to be in breach, will be the subject of Child Safe Policy/Procedure and/or Employee Disciplinary Policy.

Any breaches to the Code may lead to the involvement of the Department of Education, The Victorian Child Protection Service and/or the involvement of Victoria Police.

**Note this Code does not diminish your responsibilities under Victorian Mandatory Reporting requirements.**