



The next generation  
of generosity

## Our 'Child Safe' Code of Conduct.

This Code of Conduct outlines appropriate standards of behaviour by adults towards children. Kids Giving Back aims to provide a child safe environment and uphold the Australian Child Safe Principles for organisations.

The Code of Conduct aims to protect children and reduce any opportunities for abuse or harm to occur. It also helps staff and volunteers by providing them with guidance on how to best support children and how to avoid or better manage difficult situations.

This Code of Conduct applies to all adults involved as part of Kids Giving Back activities, including Board, staff, volunteers, Youth Ambassadors, contractors and parents.

**All Kids Giving Back personnel are responsible for promoting the safety and wellbeing of children and young people by:**

- Adhering to this Code of Conduct and other organisation policies
- Taking all reasonable steps to protect children from abuse
- Treating everyone with respect, including listening to and valuing their ideas and opinions
- Welcoming all children and their families and carers and being inclusive
- Respecting cultural, religious and political differences and acting in a culturally sensitive way, particularly when interacting with children who are Aboriginal or otherwise culturally or linguistically diverse and those with a disability
- Modelling appropriate adult behaviour
- Listening to children and responding to them appropriately
- Reporting and acting on any breaches of this Code of Conduct, complaints or concerns appropriately and treat them seriously and with respect.
- Complying with our guidelines on physical contact with children
- Working with children in an open and transparent way – other adults should always know about the work you are doing with children
- Respecting the privacy of children and their families, and only disclosing information to people who have a need to know.

**Kids Giving Back personnel MUST NOT:**

- Shame, humiliate, oppress, belittle or degrade children or young people;
- Ignore or disregard any concerns, suspicions or disclosures of child abuse
- Use prejudice, oppressive behaviour or language with children
- Engage in rough physical games
- Discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- Engage in any activity with a child or young person that is likely to physically or emotionally harm them;

- Initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves;
- Be alone with a child or young person unnecessarily and for more than a very short time;
- Develop a ‘special’ relationship with a specific child or young person for their own needs;
- Expose children to inappropriate imagery, including on age-inappropriate websites, for any reason .
- Use social media appropriately and not engage in social networking with any children who have attended a program under the age of 18 or their siblings .
- 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 consent of the child and his /her parents or guardians;
- Work with children or young people while 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 or this Code of Conduct .

**By acceptance of these standards you acknowledge your responsibility to immediately report any breach of this code to Kids Giving Back. If you breach this Code of Conduct you will face disciplinary action, which may result in termination of employment or cessation of engagement with the organisation .**

*I have read this Code of Conduct and agree to abide by it at all times.*

**Name:**

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**Signature:**

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**Role:**

\_\_\_\_\_

**Date:**

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**Adapted from recommended Australian Government template.**

**Endorsed by Board and staff of Kids Giving Back - March 2019. To be reviewed annually thereafter.**