

Our Child Safety Code Of Conduct

THIS CHILD SAFETY CODE OF CONDUCT OUTLINES APPROPRIATE STANDARDS OF BEHAVIOUR FOR ALL ADULTS TOWARDS CHILDREN. THE CODE SERVES TO PROTECT CHILDREN, REDUCE ANY OPPORTUNITIES FOR ABUSE OR HARM TO OCCUR, AND PROMOTE CHILD SAFETY IN THE EARLY LEARNING ENVIRONMENT. IT PROVIDES GUIDANCE ON HOW TO BEST SUPPORT CHILDREN AND HOW TO AVOID OR BETTER MANAGE DIFFICULT SITUATIONS. WHERE A STAFF MEMBER BREACHES THE CODE, HASTINGS CHILDCARE & COMMUNITY KINDER MAY TAKE DISCIPLINARY ACTION, INCLUDING IN THE CASE OF SERIOUS BREACHES, SUMMARY DISMISSAL. THE SERVICE REVISES THE CODE ANNUALLY.

Hastings Childcare & Community Kinder has the following expectations of behaviours and boundaries for all adults interacting with children within our early learning community. This includes all management, employees, visitors, volunteers (direct and indirect), students on placement, third party contractors, external education providers and parents/carers/family members.

DO:

- Behave as a positive role model to children.
- Promote the safety, welfare and wellbeing of children.
- Be vigilant and proactive with regard to child safety and child protection issues.
- Provide age appropriate active supervision of all children.
- Comply with guidelines published by the Centre with respect to child safety as well as the law and regulations around child protection and mandatory reporting.
- Treat children with respect and value their opinions and right to bodily autonomy.
- Talk to children about child safety in a way that suits their age and development.
- Promote the safety, participation and empowerment of children with a disability.
- Promote the cultural safety, participation and empowerment of linguistically and culturally diverse children.
- Have zero tolerance of racism, and act on incidents of racism. Always address racist speech or actions.
- Use positive and affirming language towards children.
- Encourage children to 'have a say' and then listen to them with respect.
- Respect cultural, religious and political differences.
- Help provide an open, safe and supportive environment for all children to interact, and socialise.
- Intervene when children are engaging in inappropriate behaviour towards others.
- Report any breaches of this Child Safety Code of Conduct Immediately.
- Report concerns about child safety to the Director/Child Safety Officer and ensure that your legal obligations to report allegations externally are met.
- Where an allegation of child abuse is made, ensure as quickly as possible that the child/children involved is/are safe.
- Call the Police on 000 if you have immediate concerns for a child/children's safety.
- Respect the privacy of child/children and their families and only disclose information to people who have a need to know in line with Confidentiality Policies.
- Ensure that the children's safety and security is paramount in any decisions made regarding the use of their photographs, films and recordings.
- Immediately inform Hastings Childcare & Community Kinder if you are charged with a criminal offence.

DO NOT:

- Engage in any form of inappropriate behaviour towards children or expose children to such behaviour.
- Physically assault a child, use unnecessary force or show any aggressive behaviour towards a child. This includes grabbing the child by the wrist, dragging the child or pushing the child into a seated position.
- Speak to a child in a way that is humiliating, belittling, rejecting or threatening
- Cross a professional boundary by kissing a child
- Use prejudice, oppressive behaviour or inappropriate language with the children.
- Express personal views on cultures, race or sexuality in the presence of the children or discriminate against any child/children based on culture, race, ethnicity or disability.
- Engage in open discussions of an adult nature in the presence of the children.
- Engage in any form of sexual conduct with a child/children including making sexually suggestive comments and sharing sexually suggestive material.
- Engage in inappropriate or unnecessary physical conduct or behaviours
- Engage in any form of physical violence towards a child/children including inappropriately rough physical play. Examples include wrestling or tackling in contact sports like football.
- Use physical means or corporal punishment to discipline or control a child/children.
- Punish or discipline a child by excluding or forcing them to do something. For example, forcing the child to eat, sleep or use the toilet.
- Engage in any form of behaviour that has the potential to cause a child/children serious emotional or psychological harm.
- Develop 'special' relationships with a child/children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children).
- Engage in undisclosed private meetings or try to have a relationship with a child or their family that goes beyond their duties at HCCK (especially to get access to a child alone).
- Engage in meetings with a child that is not your own, outside of Centre hours and without permission from the Centre and the child's parent.
- Engage in inappropriate personal communications with a child/children through any medium, including any online contact or interactions with a child/children.
- Using a computer, mobile phone, camera, or other device to exploit or harass a child.
- Use any personal electronic devices to photograph, video or capture audio of children or families
- Take or publish (including online) photos, movies or recordings of a child/children without parental/carers consent.
- Take photos, movies or recordings of a child that exposes their private body parts including their penis, vagina, vulva, bottom/buttocks, breasts and nipples or is otherwise compromising or disrespectful.
- Post online any information about a child/children that may identify them such as their: full name; age; e-mail address; telephone number; residence.
- Ignore or disregard any allegations, suspicions or disclosures of child abuse or harm.
- Fail to report any relationship with a child or their family from before the time the child started at the centre
- Be under the influence of any illicit substance or use any illicit substance when caring for children
- Vape/smoke or bring vaping/smoking substances or devices into the centre.

Safe Touch: Trusting and supportive physical touch

Physical contact with children is sometimes needed in education and care. Educators make contact with children to support their social, emotional and psychological needs. Staff and volunteers must ensure that any contact is:

- in the best interest of the child and intended to create a feeling of safety for the child
- respects the rights and agency of each child
- required as part of performing their professional duties and does not go beyond this
- not secretive, but in open spaces in the view of other adults
- culturally sensitive and considers the individual care needs of each child
- initiated by the child (or the child appears comfortable with the contact).