

## CODE OF CONDUCT - GENERAL

This Code of Conduct outlines appropriate standards of behaviour by adults towards children. The Code of Conduct aims to protect children and reduce the possibility of abuse or harm occurring. 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. All staff, volunteers and parents are required to comply.

## CODE OF CONDUCT FOR ALL ADULTS INVOLVED IN CHIPS

All CHIPS staff, volunteers and parents are responsible for promoting the safety and wellbeing of children by:

- adhering to our Child Safe Policy, and other 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, political and ability differences and acting in a culturally sensitive way,
- modelling appropriate adult behaviour and dressing modestly,
- listening to children and responding to them appropriately,
- respecting the privacy of children and their families, and only disclosing information to people who have a need to know,
- following all safety procedures for the facilities and equipment being used,
- referring all medical issues to the event first aider or nurse,
- reporting and acting on any breaches of this Code of Conduct, complaints or concerns, please refer to our Reporting Child Safety Concerns and Complaints Policy at [www.chips.org.au](http://www.chips.org.au)

All CHIPS staff, volunteers and parents must NOT:

- give children any inappropriate attention or seek to use them in any way to meet the needs of adults,
- ignore or disregard any concerns, suspicions or disclosures of child abuse,
- use prejudice, oppressive behaviour or language with children,
- be negative, degrading, intimidating or sarcastic towards anyone,
- discriminate (treat people unfavourably), on the basis of age, gender, race, culture, vulnerability or sexuality,
- proselytise, evangelise or attempt to impose their beliefs on others,
- initiate unnecessary physical contact with children, hug children inappropriately, or do things of a personal nature that children can do for themselves, such as toileting or changing clothes,
- physically harm or scare a child,
- have sexual contact or conversations with a child,
- take photos of children unless authorised by CHIPS,
- exchange personal contact details such as phone numbers, social networking sites or email addresses with children,
- have unauthorised contact with children online or by phone,
- use alcohol or drugs at a CHIPS activity, be under their influence, have them in their possession, or bring them to a CHIPS event.