

Child Safeguarding Code of Conduct

This Code forms part of, and should be read in conjunction with, the Child Safeguarding Policy and applies to all Disaster Relief Australia (DRA) employees, volunteers, members, partners/collaborators and project visitors (hereafter referred to collectively as DRA Members) who are likely to come into contact with children.

I acknowledge that children are particularly vulnerable in both disasters and everyday society. DRA Members are responsible for maintaining a professional role with children, which means establishing and maintaining clear professional boundaries that serve to protect everyone from misunderstandings or a violation of the professional relationship. All DRA members should conduct themselves in a manner consistent with their role as a DRA representative and a positive role model for children.

As a DRA Member, I commit that **I will**:

- a. Conduct myself in a manner that is consistent with the values of DRA.
- b. Provide a welcoming, inclusive and safe environment for all children and young people.
- c. Respect all children and treat them equally regardless of gender, race, religious or political beliefs, age, physical or mental health, sexual orientation, family and social background and culture, economic status or criminal background.
- d. Encourage open communication between all children, young people, parents, staff and volunteers and have children and young people participate in the decisions that affect them.
- e. Immediately report any concerns of child abuse or breach of the Child Safeguarding Policy or this Code of Conduct according to the guidelines outlined in the Child Safeguarding Policy.
- f. Immediately disclose all charges, convictions and other outcomes of an offence that relates to child exploitation and abuse, including those under traditional law, which occurred before, or during my association with DRA.
- g. Take responsibility for ensuring that I am accountable and do not place myself in positions where there is a risk of allegations being made.

- h. Self-assess my behaviours, actions, language and relationships with children.
- i. Comply with all relevant Australian and overseas child protection legislation, including labour laws in relation to child labour.
- j. Consult with the Child Safeguarding Focal Point or other relevant staff if I have any questions regarding child protection and how it relates to my work/relationship with DRA.
- k. Comply with the DRA Child Safeguarding Policy and Procedures.
- l. **Always** be in the presence of at least one other adult **at all times** when undertaking any activity that involves direct contact with children.
- m. Be a positive role model for children.

As a DRA Member, I commit that **I will not:**

- a. Engage in behaviour that is intended to shame, humiliate, belittle, degrade or exploit children.
- b. Use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, discriminatory, demeaning or culturally inappropriate.
- c. Do things of a personal nature that a child can do for him/herself, such as assistance with toileting or changing clothes.
- d. Invite unaccompanied children into my home/hotel or other private location, unless they are at immediate risk of injury or in physical danger.
- e. Sleep in the same room or bed as a child.
- f. Smack, hit or physically assault or physically punish children.
- g. Involve children in sexual relationships or any form of sexual activity, including paying for sexual services.
- h. Develop relationships with children that may be deemed exploitative or abusive.
- i. Not give or provide children with alcohol or illegal drugs.
- j. Not show favouritism through the provision of gifts or inappropriate attention.
- k. Behave provocatively or inappropriately with a child.
- l. Condone or participate in, the behaviour of children that is illegal, unsafe or abusive.
- m. Act in a way that shows unfair and differential treatment of children.
- n. Hold, kiss, cuddle or touch a child in an inappropriate, unnecessary or culturally insensitive way.
- o. Seek to make contact and spend time with any child or young person outside the program times.

- p. Use any computers, mobile phones, video and digital cameras, or social media inappropriately, nor use them for the purpose of exploiting or harassing children.
- q. Hire minors for domestic or other labour.

When photographing or filming a child, or using children's images for work-related purposes, **I will:**

- a. Obtain informed and documented consent of the child and his/her parents or guardians before photography/filming.
- b. Provide an explanation on how the photograph/film will be used.
- c. Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner.
- d. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- e. Images are honest representations of the context and facts.
- f. Ensure file labels, metadata or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images in any form.
- g. Take care to ensure the local traditions or restrictions for reproducing personal images are adhered to before photographing or filming a child.

I have read and will comply with this Code of Conduct (to be signed below where not appended to an agreement):

Signed: _____ **Date:** _____

Name: _____