



Kyabram Catholic Parish
St Augustine's-Kyabram ~ St Patrick's-Tongala ~ St Sebastian's-Merrigum
St Augustine's – Kyabram, 69 Church Street, PO Box 341, Kyabram Vic, 3620
Telephone: 03 – 5852 1026 Email: Kyabram@sandhurst.catholic.org.au
Website: www.catholicparish.app/kyabram

Code of Conduct

This Code of Conduct outlines appropriate standards of behaviour by adults towards children. It 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. All staff and volunteers are required to comply.

All staff and volunteers of our Parish are responsible for promoting the safety and wellbeing of children and young people by:

- adhering to our child safe policy, and other policies, at all times 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
- 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
- ensuring as far as practicable that adults are not left alone with a child without clear lines of sight
- 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

Staff and volunteers must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- seek to use children in any way to meet the needs of adults
- put children at risk of abuse (for example, by locking doors)
- develop any 'special' relationships with children that could be seen as favouritism (for example, inappropriate attention, the offering of gifts or special treatment for specific children)
- initiate unnecessary physical contact with children or do things of a personal nature that children can do for themselves, such as toileting or changing clothes
- use prejudice, oppressive behaviour or inappropriate language with children
- discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- express personal views on cultures, race or sexuality in the presence of children
- engage in open discussions of a mature or adult nature in the presence of children
- exchange personal contact details such as a phone number, social networking site or email address with children
- have unauthorised contact with children and young people online or by phone

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

Name:

Signature:

Date: