

Child Safety Standard Three

Code of Conduct

All staff and volunteers at Talking Turtles Speech Pathology Pty Ltd are required to observe child safe principles and expectations for appropriate behaviour towards, and in the company of, children. All staff and volunteers are responsible for supporting the safety, participation, wellbeing and empowerment of children.

This Code of Conduct outlines appropriate standards of behaviour by adults towards children.

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. All staff and volunteers are required to comply.

All staff and volunteers at Talking Turtles Speech Pathology Pty Ltd are responsible for promoting the safety and wellbeing of children and young people by:

- adhering to our Child Safe Policy, and other policies
- taking all reasonable steps to protect children from abuse
- treating everyone with respect
- listening and responding to the views and concerns of children, particularly if they are telling us that they or another child has been abused and/or are worried about their safety or the safety of another
- welcoming all children and their families and carers and being inclusive
- promoting the cultural safety, participation and empowerment of Aboriginal children (for example, by never questioning an Aboriginal child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during therapy sessions)
- reporting any allegations of child abuse to <Insert name, Child Safety Officer at The Practice> who will ensure that any allegation is reported to the police or child protection
- reporting any child safety concerns to <Insert name, Child Safety Officer at The Practice> or any other staff member
- if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe
- encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them
- respecting the privacy of children and their families, and only disclosing information to people who have a need to know
- working with children in an open and transparent way – other adults should always know about the work we are doing with children
- informing families if tactile facial assessment or therapy is required
- modelling appropriate adult behaviour
- ensuring that parents are aware if a child will be working alone with a staff member in a closed room, and where a child's confidentiality will not be compromised, leaving a door, window or curtain/blind open during therapy sessions.

Child Safety Standard Three

Code of Conduct

Talking Turtles Speech Pathology Pty Ltd staff and volunteers must NOT:

- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps.)
- put children at risk of abuse (for example, by locking doors)
- do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, including because of culture, race, ethnicity or disability
- have contact with a child or their family outside of our organisation without our child safety officer's knowledge and/or consent (for example, no babysitting). Accidental contact, such as seeing people in the street, is appropriate.
- discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- seek to use children in any way to meet the needs of adults
- ignore or disregard any concerns, suspicions or disclosures of child abuse
- exchange personal contact details such as phone number, social networking site or email addresses with children
- have unnecessary 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: _____

Name of Manager: _____

Signature: _____

Date: _____

Witness: _____

Date: _____