1.16 Child Safety Code of Conduct

PURPOSE

This Code of Conduct has been developed to complement Construction Training Group Pty Ltd's (CTG's) Child Safety Policy. CTG endeavours to create an environment where children and young people are safe and feel safe. CTG complies with the legislation and standards in relation to protecting children and young people undertaking their courses at CTG and/or attending CTG's premises from harm and abuse.

CODE OF CONDUCT

- CTG is committed to ensuring child safety. CTG prioritises children's and young people's safety and will not tolerate child abuse or harm.
- Staff, contractors and volunteers must act in accordance with CTG's child safety policy at all times.
- Staff, contractors and volunteers must behave respectfully, courteously and ethically towards children, young people, their families, and other staff. Demonstrate appropriate personal and professional boundaries.
- Consider and respect the diverse backgrounds and needs of children.
- Staff, contractors and volunteers must know and acknowledge the values of the RTO.
- Staff, contractors and volunteers will be supported when they take action to prioritise child safety.
- There is zero tolerance for racism, discrimination, harassment, bullying, abuse, and defamation toward children and young people. Staff, contractors and volunteers must promptly act on incidents of racism, discrimination, harassment, bullying, abuse, and defamation.
- Children and young people must be supported to express their culture and enjoy their cultural rights without compromising the training, assessment and safety considerations and requirements.
- Staff, contractors and volunteers **must not**:
    - Engage in any unlawful activity with or in relation to a child.
    - Engage in any activity that is likely to physically, sexually or emotionally harm a child.
    - Unlawfully discriminate against any child or their family members.
    - Be alone with a child unnecessarily.
    - Arrange personal contact, including online contact, with children I am working with for a purpose unrelated to CTG's activities.
    - Disclose personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless staff, contractors and volunteers are required to do so by CTG's policy and procedure on reporting.
    - Use inappropriate language in the presence of children, or show or provide children with access to inappropriate images or material.
    - Work with children while under the influence of alcohol or prohibited drugs.
    - Ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
    - Exaggerate or trivialise child abuse issues

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- Persistently criticise and/or belittle a child
- Deliberately prevent a child from forming friendships
- Verbally assault a child or create a climate of fear
- Offer children and young people alcohol, cigarettes or other drugs
- Show children pornographic images
- Share details of sexual experiences with a child
- Use sexual language or gestures in the presence of children
- Have unauthorised contact with children and young people online, on social media or by phone

- Staff, contractors and volunteers must:
  - Listen and respond to the views and concerns of children, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
  - Respond to any concerns or complaints of child harm or abuse promptly in accordance with the document '*Four critical actions for VET and higher education providers - Responding to Incidents, Disclosures and Suspicions of Child Abuse*'
  - Ensure breaches of this Code are reported to CTG management.
  - Apply the *Child and Youth Engagement Framework* principles in all interactions and decisions that may affect children and young people, ensuring communication is safe, inclusive and respectful of their rights and perspectives

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