

## CHILD SAFEGUARDING & PROTECTION CODE OF CONDUCT

<b>Responsible person:</b>	Chris Armitage	<b>Version:</b>	001
<b>Last updated:</b>	18 December 2019	<b>Approved by Board on</b>	6 January 2020

Staff members, members of the Board, volunteers, ambassadors, Fellows, contractors and partner organisations 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 staff members, members of the Board, volunteers, ambassadors, Fellows, contractors and partner organisations should conduct themselves in a manner consistent with their role as a Global EverGreening Alliance (the Alliance) representative and a positive role model to children. The Alliance has developed this Child Safeguarding & Protection Code of Conduct to protect children, staff, members of the Board, volunteers, ambassadors, Fellows, contractors and partner organisations and the Alliance by providing clear behavioural guidelines and expectations.

I, \_\_\_\_\_ [insert name], acknowledge that I have read and understand the Global EverGreening Alliance (the Alliance) *Child Safeguarding & Protection Policy, 19 December 2019*, and agree that in the course of my association with the Alliance, **I must:**

- conduct myself in a manner that is consistent with the values of the Alliance
- comply with the Alliance's Child Safeguarding & Protection Policy and Procedures
- treat children with respect regardless of race, colour, gender, language, religion, political or other opinion, nationality, ethnicity or social origin, property, disability, birth or other status
- provide a welcoming, inclusive and safe environment for all children and young people
- where possible, ensure that another adult is present when working in the proximity of children
- use any computers, mobile phones, video cameras, cameras or social media appropriately, and never to exploit or harass children or access child exploitation material through any medium
- immediately report any concerns of child abuse or breach of the Child Safeguarding & Protection Policy or this Code of Conduct according to the guidelines outlined in the Child Safeguarding & Protection Policy
- take responsibility for ensuring that I am accountable and do not place myself in positions where there is a risk of allegations being made
- self-assess my behaviours, actions, language and relationships with children
- comply with all relevant Australian and local legislation, including labour laws in relation to children labour
- immediately disclose all charges, convictions and allegations of an offence, which occurred before or occurs during my association with the Alliance that relate to child exploitation and abuse
- be culturally sensitive and not fondle, kiss, hold, cuddle or touch minors in an inappropriate or culturally insensitive way
- avoid flirting, unwelcome flattering, making suggestive comments or providing gifts to minors, including illegal drugs or alcohol

- not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate
- not engage children under the age of 18 in any form of sexual intercourse or sexual activity, including paying for sexual services or acts
- not invite children in my home or accommodation, unless they are at immediate risk of injury or in physical danger. If it is unavoidable that a child visits my home or accommodation, they must be accompanied by their guardian
- not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible
- not use physical punishment on children
- not hire children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- not provide any personal contact information, including social media contact details to a child/family, nor ask for the child's/family's contact information.

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

- assess and endeavour to comply with local traditions or restrictions for reproducing personal images before photographing or filming a child
- obtain informed consent from the child and parents or guardian of the child before photographing or filming a child. As part of this, I must explain how the photograph or film will be used
- ensure photographs, films, and videos present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive
- ensure images are honest representations of the context and the facts
- ensure file labels, meta data or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images in any form.

I understand that the onus is on me, as a person associated with the Alliance, to use common sense and avoid actions or behaviours that could be construed as child exploitation and abuse.

I understand that failure to comply with this Code may result in legal action and/or disciplinary measures, including dismissal (if employees/volunteers).

By signing this Code, I also attest that I have committed no offences relating to children in any country (either pending, proven or undetected) and that I am a suitable person for a position which may include contact with children or access to children's details.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_