



# Code of Conduct



## The Code of Conduct has been developed to:

- Protect the rights of all Tailem Bend Community Centre (TBCC) Community Transport South Australia (CTSA) Riverland Murray Mallee and Limestone Coast (RMC) participants.
- Provide clear guidelines for the minimum expected behaviour of all centre staff, volunteers, and visitors.
- Encourage Centre participants to make positive changes when their behaviour is inappropriate.
- Ensure the safety and protection of children and young people enforcing clear boundaries about appropriate behaviour in accordance with Child Safe Policies and Procedures.

## Every participant in activities and programs has the right to:

- Everyone (including staff, volunteers, students, children, young people and parents) including those of different race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes and religious beliefs are treated with respect and honesty and ensure equity is upheld in a harassment free environment.
- Information about Rights, Responsibilities, Vulnerable Charters and National Principles for Child Safe Principles.
- A smoke, alcohol and drug free environment, free of abusive language or behaviour
- Personal information respected, kept confidential in accordance with Information Sharing Guidelines.

## All participants are expected to:

- Share information about services/programs and always try to help others in need.
- Listen and respond appropriately to the views and concerns of children, young people and adults.
- Comply with internal and external policies, procedures, and reporting requirements.
- Prioritise the best interests of children, take actions promptly to ensure that children are safe.
- Be a positive role model to children and young people in all your conduct with them.
- Promptly report any concerns or serious complaints fairly and transparently to the TBCC Chief Executive Officer.
- Be alert to children and young people who are, or may be at risk of harm, and reporting this quickly to TBCC staff or the Child Abuse Report Line (13 14 78)

## Volunteers and Staff must:

- Not 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 I am required to do so by TBCC policy and procedures.
- Not do things of a personal nature that a child, young person or adult can do for themselves, such as toileting or changing clothes.
- Not develop any 'special' relationships with children, young people or adults that could be seen as favouritism such as the offering/receiving gifts or special treatment.
- Not engaging in rough physical games.
- Not discriminate against any child, young person or adult because of age, gender, cultural background, religion, vulnerability or sexuality.

**Any person who breaches the above code of conduct may be asked to leave the Centre.**  
 For a serious or subsequent breach, exclusion from the Centre for a determined time will occur.

For further information please speak to the TBCC CEO, Board of Management or refer to Complaints and/or Grievance Policies and Procedures available in the front office or on TBCC website.

I agree to abide by this code of conduct

Name:..... Signature:..... Date:.....