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## CHILD SAFETY CODE OF CONDUCT

### Purpose

The **Albert House** Child Safe Code of Conduct outlines the child safe principles and minimum expectations for appropriate behaviour that all employees, consultants, contractors or volunteers engaged by **Albert House**, along with all adult residents of **Albert House**, must observe when in the company of children.

### Scope

This policy applies to the following people and organisations:

- all staff engaged by **Albert House**
- all consultants, contractors and volunteers engaged by **Albert House**

### Statement of commitment

All children and young people that come to reside at **Albert House** have the right to always feel and be safe. The safety and wellbeing of all residents in our care will be our highest priority and the primary focus of our decision making and provision of services.

**Albert House** is committed to being a child safe organisation, with zero tolerance for child abuse or abuse of any of our residents.

All **Albert House** staff and volunteers have a responsibility to understand the important and specific role they play, both individually and collectively, to ensure the safety and wellbeing of all our residents is at the forefront of every decision made and every action taken. Consequently, we commit to always acting in the best interests of all children and young people in our care.

**Albert House** supports and respects all children and young people and are committed to the inclusion and cultural safety of residents from culturally diverse backgrounds, and to providing a safe and inclusive environment for residents with a disability.

We believe all children and young people have the right to be heard and we commit to ensuring our residents feel safe, empowered and are taken seriously whenever they have concerns in relation to their safety and well-being.

**Albert House** commits to continually assessing and identifying risks to the safety of our residents and where possible, eliminate or reduce all potential sources of harm.


We commit to sharing information appropriately and lawfully with other organisations where the safety and wellbeing of our residents is at risk, in order to prevent or minimise any harm done to our residents.




**Albert House**  
Managed by  
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## Statement of Code of Conduct

The Child Safe Standards require organisations that provide services for children to have a Code of Conduct that establishes clear expectations for appropriate behaviour with children.

All staff of **Albert House** are required to observe the below child safe principles and expectations for appropriate behaviour towards children and in the company of children.

The following Code of Conduct outlines appropriate standards of behaviour by staff (including employees, consultants, contractors or volunteers) towards children. It aims to protect children and reduce opportunities for abuse or harm to occur. It also helps staff by providing them with guidance on how to best support children and how to avoid or better manage difficult situations.

## Code of Conduct Standards and Obligations

All staff (including employees, consultants, contractors or volunteers) of **Albert House** are responsible for supporting the safety, participation, wellbeing and empowerment of children they come into contact with and **must**:

- abide by **Albert House**'s commitment and obligation to creating a child safe organisation
- treat children with respect, including valuing their ideas and opinions
- take all reasonable steps to protect children from abuse by being vigilant to signs of abuse
- provide a welcoming, inclusive and safe environment for all children and young people
- promote the cultural safety, participation and empowerment of all children
- work with children in an open, professional and transparent way. For example, by ensuring that where appropriate and wherever possible, interactions with children can be observed by other adults
- challenge unacceptable behaviour and report all allegations or suspicions of abuse to Albert House management
- respect the privacy of children and their families and only disclose information to people on a need to know basis and in accordance with privacy legislation
- encourage children to 'have a say' and participate in all relevant activities where possible, especially on issues that are important to them.

All staff (including employees, consultants, contractors or volunteers) of **Albert House** **must not**:


- develop inappropriate relationships with children or young people
- display violent or aggressive behaviour towards a child
- ignore or disregard any concerns, suspicions or disclosures of child abuse
- initiate unnecessary physical contact with children or exhibit behaviours with children which may be construed as inappropriate




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- put children at risk of abuse (for example, by allowing unnecessary one-adult/one-child encounters to occur)
- conduct a sexual relationship with a child or young person or indulge in any form of sexual contact with a child or young person
- engage in open discussions of a mature nature in the presence of children
- use inappropriate, offensive, harassing, abusive, sexually provocative, demeaning, culturally inappropriate or discriminatory language when speaking with, or in the presence of, a child or young person
- discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- use any computer, mobile phone, or video and digital camera to exploit or harass children or expose children to offensive or sexualised content
- exchange personal contact details with a child such as phone number, social networking sites or email address, unless where necessary for business operations

All staff are obliged to report any breaches of this Code of Conduct to **Albert House** management.

All staff of **Albert House** who breach this Code of Conduct may be subject to disciplinary procedures in accordance with the relevant terms of engagement.

## Definitions

**Child Safe Standards** as made under section 17(1) of the *Child Wellbeing and Safety Act 2005*.

**Child Abuse** means any act committed against a child involving a sexual offence or an offence under section 49B(2) of the *Crimes Act 1958* or the infliction on a child of physical violence, serious emotional or psychological harm, or the serious neglect of a child.

**Child** means a child or young person under the age of 18 years.



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