



Play • Heal • Flourish

Let's Play SA! Therapeutic Services

Code of Conduct for a Child Safe Organisation

Caring for children and young people brings additional responsibilities for employees and volunteers of our organisation. All employees and volunteers of our organisation are responsible for promoting and protecting the safety and wellbeing of children and young people by:

- sticking to the organisation's child safe policy at all times and taking all reasonable steps to ensure the safety and protection of children and young people
- treating everyone (this includes 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 with respect and honesty and ensure equity is upheld
- being a positive role model to children and young people in all conduct with them
- setting clear boundaries about appropriate behaviour between yourself and the children and young people in our organisation – boundaries help everyone to understand their roles
- listening and responding appropriately to the views and concerns of children and young people
- being alert to bullying behaviours and responding promptly and appropriately
- ensuring another adult is always aware of, or in sight when conducting one to one counselling, psychoeducation or other activity
- being alert to children and young people who have been harmed, or may be at risk of harm and reporting this quickly to the Child Abuse Report Line (13 14 78)
- Completing an incident report of any and all reports to Child Abuse Report Line and noting any suspicions of children and young people who have been harmed, or may be at risk of harm and notifying Nicole Arbuckle immediately
- responding quickly, fairly and transparently to any complaints made by a child, young person or their parent/guardian
- encouraging children and young people to 'have a say' on issues that are important to them.

Employees and volunteers must not:

- engage in rough physical games
- develop any 'special' relationships with children and young people that could be seen as favouritism such as the offering of gifts or special treatment
- do things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes
- discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.

Office use only:

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Reporting a Breach of the Code of Conduct

A breach can be reported by another staff member, a child, young person or their family. Reports can be made to Nicole Arbuckle (Director) in person, via phone, email or via our complaints, disputes and feedback form.

- Phone 0400 256 222
- Email nicole@letsplaysatherapeuticservices.com.au

Consequences of Breaching the Code of Conduct

I understand that in certain circumstances a breach may lead to disciplinary action up to and including dismissal, termination of services, legal action, and/or criminal investigation and prosecution.

I agree to abide by this code of conduct

Name:.....

Signature:..... **Date:**.....

Witness to Director signing

Name:.....

Signature:..... **Date:**.....