



GLEN EIRA CHELTENHAM ART GROUP

INC. A0006161Y

Rooms 79 to 81, Robert Flavell Wing, Moorleigh Community Village, 92 Bignell Road East Bentleigh

Child Safety Code of Conduct

Date: November 2022, Review Date: November 2024

This Code of Conduct establishes the standard of behaviour that should be met by all members of Glen Eira Cheltenham Art Group (GECAG), staff members, tutors, contractors and visitors. It has the full support of the GECAG Committee. It is about common sense and honest and ethical behaviour.

At GECAG we value integrity, respect, inclusivity and safety. We place great importance on high standards of behaviour, as they are instrumental in the success of the art educational program.

Everyone involved in the care of children on behalf of GECAG will:

1. Support and work towards the achievement of the aims and purposes of GECAG:
To encourage the development of creative art in the City of Glen Eira and surrounding municipalities; to bring artists and those interested in art into mutual association; to acquire suitable premises for the promotion, teaching and encouragement of art; to hold classes and to arrange exhibitions; and generally to take all action needed to carry out the objectives;
2. Act in accordance with the child safety policies and procedures of GECAG, which are available for viewing at the Moorleigh Village Studio and on GECAG's website;
3. Be responsible for the relevant administration of programs and activities in their area;
4. Maintain a duty of care towards the children and young people involved in GECAG's programs and activities;
5. Establish and maintain a child-safe environment for the children and young people who take part in GECAG activities;
6. Act with integrity - being fair, considerate and honest with others;
7. Behave respectfully, courteously and ethically towards children and young people and value their ideas and opinions;
8. Act as positive role models in their conduct with children and young people;
9. Demonstrate appropriate personal and professional boundaries;
10. Maintain strict impartiality;
11. Ensure that no unnecessary physical contact with children occurs;

12. Respect the privacy of children, their families and carers, and only disclose information to people who have a need to know;
13. Liaise with GECAG's President about any case of suspected or disclosed child harm and report in accordance with relevant laws and with GECAG's Child Safety Policy and Child Safety Procedures; and
14. Contact the police if a child is at immediate risk of abuse.

No person who is involved with the care of children at GECAG shall:

1. Shame, humiliate, oppress, belittle or degrade children or young people;
2. Unlawfully discriminate against any child;
3. Engage in any activity with a child or young person that is likely to physically or emotionally harm them;
4. Initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves;
5. Be alone with a child or young person unnecessarily and for more than a very short time;
6. Develop any 'special' relationships with children or young people that could be seen as favouritism;
7. Show favouritism through the provision of gifts or inappropriate attention;
8. Arrange contact, including online contact, with children or young people outside of GECAG's programs and activities;
9. Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
10. Work with children or young people while under the influence of alcohol or illegal drugs;
11. Smoke or vape in the studio, within Moorleigh Village or hired venues;
12. Engage in open discussions of a mature or adult nature in the presence of children;
13. Ignore or disregard any suspected or disclosed child harm or abuse;
14. Use inappropriate language in the presence of children; or
15. Do anything in contravention of GECAG's policies, procedures or this Code of Conduct.

Non-Compliance with this Child Safety Code of Conduct

Misconduct may result in disciplinary action including termination of association with GECAG. Conduct that is unlawful may also have legal consequences even leading to criminal proceedings.

Reports of possible non-compliance with this Child Safety Code of Conduct will be treated confidentially to the extent possible, consistent with GECAG's obligation to deal with the matter openly and according to applicable laws.

The process when taking disciplinary action will follow the guidelines laid out in Consumer Affairs Victoria's, 'Model Rules for an Incorporated Association'.

Evaluation and Review

The Child Safety Code of Conduct will be reviewed by the GECAG Committee bi-annually or if advised of legislative change.