



ID. Know Yourself Child Safeguarding Code of Conduct

The Child Safeguarding Code of Conduct outlines safe and acceptable behaviour in relation to children.

ID. Know Yourself is a child-safe organisation and is committed to the safety and protection of all children involved in its programs and activities as outlined in the ID. Know Yourself Child Safeguarding Policy. This Code of Conduct builds on that Policy by providing clear boundaries for the behaviour of all ID. Know Yourself staff, volunteers, directors, officers, board members, interns, secondees, consultants (**Staff**), program partners and their Staff. This Code of Conduct applies to all personnel working with ID. Know Yourself at all times, and serves as a guide to make decisions in the best interests of children.

In my employment or engagement with ID. Know Yourself, I agree to:

1.	Conduct myself in a manner consistent with the values of the organisation and the Child Safeguarding Policy
2.	Treat all children with respect regardless of their race, colour, gender, language, religion, opinions, nationality, social origin, ethnicity, property, disability, sexual orientation or other status
3.	Immediately disclose any charges, convictions or other outcomes of an offence that I was or am subject to that relates to child exploitation or abuse, including those which occurred before or during my association with ID. Know Yourself
4.	Not behave or use language towards children that is inappropriate, harassing, abusive, sexually provocative, intended to humiliate, or culturally inappropriate or insensitive
5.	Not engage in any form of grooming, sexual activity or sexual intercourse with any child
6.	Not request, receive or accept benefits or gifts from children or their families, or solicit any form of advantage or sexual favour from a child
7.	Wherever possible, ensure that another adult is present whenever working with children
8.	Comply with all relevant Australian legislation relating to child protection and safety
9.	Not use physical or humiliating punishment on children
10.	Not consume cigarettes, alcohol or illicit drugs when working with or in contact with children involved in programs, activities or events held by ID. Know Yourself
11.	Not discriminate against or act in favour of particular children to the exclusion of others
12.	Not seek out or make contact or spend time with any child connected with ID. Know Yourself programs or activities outside of the designated program or activity time
13.	Not engage in physical contact that is unprofessional, abusive, unnecessary, makes a child feel uncomfortable or unsafe, or in a culturally insensitive way
14.	Behave in a manner that upholds the values of the ID. Know Yourself program and helps maintain the positive public image of the organisation
15.	Not use any computer, mobile phone, video camera, camera or social media in a way that would undermine the values and purpose of ID. Know Yourself, exploit or harass a child, or provide access to child sexual exploitation material
16.	Not condone or participate in behaviour with children that is unsafe, illegal or abusive
17.	Immediately report any concern for the safety or wellbeing of a child, or any possible breach of the Child Safeguarding Policy or Code of Conduct in accordance with ID. Know Yourself reporting procedures and the Incident Register
18.	In the event that a child is visited by an adult external to ID. Know Yourself or person engaged by ID. Know Yourself to deliver programs, without that child's consent or permission, I will ensure that child is immediately removed from the premises to a safe location and the incident is reported in accordance with reporting procedures.
19.	Speak with management about any concerns I may have about my involvement in a situation where my words, actions or behaviour could be interpreted as a breach of this Code of Conduct

To ensure that the privacy and safety of children is maintained when photographing or filming a child, or using a child's image for work-related purposes, I agree to:

1.	Be mindful of and take care to ensure cultural or legal restrictions for reproducing personal images are adhered to before publishing or circulating content
2.	Obtain informed consent from a child or their parent or guardian before photographing or filming that child, also providing an explanation of how that content will be used
3.	Ensure that any photograph or video of a child presents them in a dignified and respectful manner
4.	Ensure that any images or stories are an honest representation of the context and facts
5.	Ensure that any image, video or story does not reveal any identifying information about a child

I have read the ID. Know Yourself Safeguarding Policy and Code of Conduct and understand my personal responsibility to abide by this Policy and Code of Conduct at all times.

I understand that if I act in a way contrary to this Code of Conduct, I will be subject to disciplinary action as outlined within the Child Safeguarding Policy.

I understand that my compliance with this Code of Conduct is important to protect myself and the children with whom I will come into contact during my work with ID. Know Yourself.

Signed by:

Full name

Signature

Date