

Child Safe Code of Conduct



Purpose

We are committed to having a safe club for all children, where child abuse and harm are not tolerated. Child safety is a priority for Beechworth Chain Gang (BCG), and the prevention and reporting of abuse are supported and encouraged. All employees, volunteers and contractors are responsible for promoting children's safety, well-being and empowerment. BCG recognises that discrimination can harm children, and we treat all children with dignity and respect.

Scope

The Code of Conduct sets expectations for how BCG employees, volunteers, contractors, service providers, visitors or any other person while connected to BCG should behave around children. This document helps children participate safely in our club and have fun.

Definitions

Refer to the Child Safety Policy.

Policy

Cycling is a physical activity and can be highly competitive, so having behavioural standards to manage the risks to children is important. This Code of Conduct identifies positive child safe behaviours that we ask employees, volunteers and contractors to demonstrate. It also identifies behaviours that we consider unacceptable and not permitted at our club.

Not following standards of acceptable and unacceptable behaviour is a breach of this Code of Conduct and may result in disciplinary action. Some behaviours on their own may not be a serious breach of the Code of Conduct but together may indicate a concerning pattern of behaviour that poses a risk to the safety of children. The Grievance Procedure in the BCG Rules of Incorporation provides further information on processes that will be followed if breaches are identified.

All BCG employees, volunteers and contractors must always follow these standards of behaviour, including when at the Beechworth Mountain Bike Park, attending a competition or camp, and when engaging with children and young people and their families at any time:

I will:

- take all reasonable steps to protect children from abuse
- take disclosures of harm or abuse made by a child seriously
- raise concerns with management if risks to child safety are identified. Report and act on any concerns or observed breaches of this Code of Conduct
- participate in all compulsory training and professional development, including training on child safety and wellbeing
- treat all children and young people with respect, regardless of race, sex, gender identity, sexual orientation, language, religion, political or other opinions, nationality, cultural background, financial situation, disability or other characteristics
- consider the different needs of all children at BCG, support them to participate fully in programs and help them, and their families feel included in the club
- make First Nations children and families feel included and welcome at BCG and support First Nations children to express their culture and enjoy their cultural rights

- never be racist towards anyone at BCG and report any instances of racism I become aware of help BCG be a place where people of all cultures feel safe and included listen to children and respond to them if they feel unsafe.
- value children and young people's ideas and opinions
- promote friendships and encourage children and young people to support their peers
- involve children and young people in decisions about the activities they participate in at BCG and welcome the participation of parents and carers in these decisions
- report any conflicts of interest I have (such as an outside relationship with a child) that may affect my ability to perform my role
- respect the privacy of children and their families, including keeping all personal information confidential unless required by law to share it
- inform parents and carers if there are situations that need to be safely managed but are outside the boundaries of this Code of Conduct (such as driving a child to an activity or competition or undertaking one-on-one training sessions)
- ensure breaches of this Code are reported to our Child Safety Person immediately
- comply with all relevant Australian and Victorian legislation and our Child Safe policies and procedures
- uphold the rights of the child and always prioritise their needs.

I will not:

- condone or participate in illegal, unsafe, abusive or harmful behaviour towards children – this includes physical violence, sexual abuse, emotional or psychological abuse, grooming, neglect or sexual misconduct
- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- exaggerate or trivialise child abuse issues
- use hurtful or offensive behaviour or language with children
- fail to report information to the police if I know a child has been abused
- touch children in a way that is unnecessary or unsuitable and falls outside what is reasonable to teach cycling or otherwise engage in the activities of BCG
- persistently criticise and/or denigrate a child
- deliberately prevent a child from forming friendships
- verbally assault a child or create a climate of fear
- offer children and young people alcohol, cigarettes or other drugs
- show children pornographic images
- share details of sexual experiences with a child
- use sexual language or gestures in the presence of children
- initiate unnecessary physical contact with children or do things of a personal nature that children can do for themselves such as changing clothes
- develop 'special' relationships with specific children or show favouritism through the provision of gifts or unnecessary or unsuitable attention
- have unauthorised contact with children and young people online, on social media or by phone
- take photographs, screenshots or share images of children involved in activities that are not authorised by BCG
- be alone with a child when there is no professional reason for doing so

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- engage in babysitting, mentoring and/or tutoring a child out of work hours (without BCG approval for this kind of secondary engagement)
- enter changing facilities without first knocking.

If I suspect that another person in the organisation has breached this Code of Conduct, I will:

- act to prioritise the best interests of the child or children
- promptly take actions to ensure the child or children are safe
- as soon as possible report the incident or concerns using the BCG complaints process
- maintain the privacy of those involved, following BCG record keeping, privacy and information sharing guidelines.

Complaints about a breach of this Code of Conduct must be reported to our Child Safety Person, who can be contacted via email at childsafetybcg@gmail.com

Some breaches of this Code of Conduct may need to be reported to the Victorian Police or the Commission for Children and Young People. Our Child Safety Responding And Reporting Obligations Policy And Procedure provides more information about our reporting obligations to external authorities and describes protections and confidentiality provisions for anyone making a report. The policy is available as a link on our website.

Employees, contractors and volunteers who breach our Code of Conduct may also be subject to disciplinary action. This action can include increased supervision, appointment to an alternative role, suspension or termination from the organisation. Detailed descriptions of breaches are found in our Child Safety and Wellbeing Policy. The policy is available as a link on our website.

Please note

If any person in a position of authority within our organisation becomes aware of a substantial risk that a child may become the victim of a sexual offence committed by an adult associated with the organisation (for example, an employee, contractor or volunteer), and they have the power or responsibility to reduce or remove the risk, then they must take all reasonable steps to do so. A person in authority who negligently fails to take appropriate action to address the risk may be charged with the criminal offence of 'failing to protect' and may face a term of imprisonment.

If an adult reasonably believes an adult has committed a sexual offence against a child under the age of 16, they must report it to Victoria Police by calling 000 or going to their local police station. Failure to disclose the information may be a criminal offence.

I have read this Code of Conduct and agree to abide by its terms.

Name:

Signature:

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Version Control

Date	Purpose of Change	Details
4 August 2021	To have a Child Safe Code of Conduct sets expectations for how BCG employees, volunteers and contractors should behave around children.	New document
15 December 2022	To ensure compliance with the new Child Safe Standards	Significantly updated and revised document