

## **Annexure 1: Red Cross Child Safe Code of Conduct**

To understand the Child Safe Code of Conduct below, please refer to the definitions set out in Annexure 2.

*NOTE: The National Manager Child Protection, Safeguarding & Practice may authorise the application of other Child Safe Code of Conduct terms, if they may be more suitable in the circumstances. Examples include tailoring the Child Safe Code of Conduct terms for fundraising and community events after a risk assessment has been completed.*

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### **The Policy**

I have read and understood the Red Cross Child Safety and Wellbeing Policy.

#### **General obligations**

As a Red Cross person, I agree and understand that these obligations apply:

- while I am working for Red Cross or engaged in activities related to Red Cross
- when I am publicly displaying a connection to Red Cross (for example, wearing a t-shirt)
- in situations where I am recognised as a representative of Red Cross
- at all times when I am on international placement working in roles and or on projects

As a Red Cross supplier, I agree and understand that these obligations apply when during my work or activity with Red Cross:

- when I have direct or indirect contact with children and/or their families and carers
- when I supervise others who have direct or indirect contact with children and/or their families and carers
- when I have access to records relating to children and/or their families and carers
- when I have a governance responsibility or management oversight of programs or services accessed by children and/or their families and carers

I will:

- Act in accordance with Red Cross Child Safety and Wellbeing Policy and the Child Safety and Wellbeing Handbook at all times.
- Behave respectfully and ethically towards children and their families.
- Keep children's safety and wellbeing at the forefront of what I do and act in their best interests.
- Consider and respect the diverse backgrounds and needs of children.
- Comply with all relevant Australian and local legislation, including laws related to children working.
- Immediately disclose if I have been charged with, or convicted of, any offence that relates to child exploitation and abuse.
- Listen and respond to the views and concerns of children, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- Respond to any child safety and wellbeing concerns, complaints or allegations of harm to a child promptly and in line with this Policy and the processes outlined in the Child Protection Safety and Wellbeing Handbook and related policies and procedures.
- Immediately report concerns or allegations of child exploitation, abuse and neglect, and policy non-compliance in accordance with internal and external reporting processes, detailed in the Child Safety and Wellbeing Handbook.
- Demonstrate appropriate personal and professional boundaries.
- Only access children's records for legitimate work purposes.

I will not:

- Use language or behaviour towards children (including on-line behaviour) that is inappropriate, harassing, abusive, exploitative, demeaning, neglectful coercive or culturally inappropriate.
- Access children's records for non-work-related purposes or use children's data or images in any way that may comprise their rights, safety or wellbeing.
- Engage in any unlawful activity with or in relation to a child.

- Engage in any activity that is likely to physically, sexually or emotionally harm a child.
- Be alone with a child unnecessarily or engage in unnecessary physical contact.
- Arrange personal contact, including online contact, with children I am working with for a purpose unrelated to Red Cross activities.
- Ignore or disregard any suspected or disclosed child harm or abuse.
- Take or share any photos or images of children unless required for approved work purposes.
- If I think this Code of Conduct has been breached by myself or another person in their Red Cross work in I will:
- Act to prioritise the best interests of children, including taking actions promptly to ensure that children are safe.
- Immediately report the breach and actions taken in response, including any child safety and wellbeing concerns, as per incident reporting and response procedures outlined in the Child Protection Safety and Wellbeing Handbook.
- Follow Red Cross policies and procedures for receiving and responding to complaints and concerns.

#### Filming and photographing children and use of children's images for work related purposes

- When photographing or filming a child or using children's images for work-related purposes, I will:
- Comply with all relevant Red Cross policies and procedures as detailed in the Child Safety and Wellbeing Handbook to ensure children's and their family's consent, dignity, safety and wellbeing.
- Take care to ensure local traditions or restrictions for reproducing personal images are adhered to before photographing or filming a child.
- Obtain informed consent from the child and parent or guardian of the child before photographing or filming a child including an explanation of how the photograph or film will be used.
- Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- Ensure images are honest representations of the context and the facts.
- Ensure all files are securely stored and shared in line with data security requirements to prevent their misuse, and all file labels, meta data or text descriptions do not reveal identifying information about a child if sharing images electronically or publishing images in any form.

#### Acknowledgements

I also understand that any breach of the Policy or the Child Safe Code of Conduct must be reported immediately by me as part of my commitment to accountability and continuous improvement. I understand that in certain circumstances a breach may lead to disciplinary action up to and including dismissal, termination of services, termination of Red Cross membership, legal action, and/or criminal investigation and prosecution.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_