

## Safeguarding Children, Young People and Adults Code of Conduct Declaration

# BAYSIDE CATHOLIC MISSION



St James  
Gardenvale



St Joan of Arc  
Brighton



St Mary's  
Hampton



Sacred Heart  
Sandringham



Nazareth  
Ricketts Point

Clergy, employees and volunteers are required to sign the Safeguarding Children, Young People and Adults Code of Conduct Declaration upon their commencement and annually to coincide with the completion of annual child safety training requirements (see the 'Safeguarding Training' section of this policy).

The completion of the Children, Young People and Adults Safety Code of Conduct Declaration is a requirement of a person's engagement within Bayside Catholic Mission, its parishes, agencies and entities in accordance with Catholic Archdiocese of Melbourne policy.

**Failure to submit this declaration is a serious matter and may incur disciplinary action.**

Bayside Catholic Mission clergy, employees and volunteers are committed to upholding a duty of care to all children, young people and adults and taking all reasonable steps to protect children, young people and adults from all forms of abuse and harm. At the communities incorporating Bayside Catholic Mission clergy, employees and volunteers commit to safeguard the health and wellbeing of children, young people and adults by:

### Keeping children, young people and adults safe from abuse and harm

- Not engage in any form of child/young people/adult abuse or harm including emotional, physical and sexual abuse or neglect.
- Avoid any form of physical punishment or degrading, cruel, frightening or humiliating treatment.
- Ensure that physical contact is appropriate, non-intrusive and not sexual in nature.
- Avoid developing relationships with children, young people and adults that can be construed as favouritism and/or grooming.
- Use respectful language and tone when communicating with children, young people and adults and avoid language that harms, discourages, frightens and humiliates children, young people and adults.
- Avoid language that is sexual, discriminatory and/or racist in nature including suggestive humour, jokes or innuendo.

*Bayside Catholic Mission is committed to safety, wellbeing and dignity of all children, young people and adults.*

*Safeguarding is everyone's responsibility.*

### **Creating a physically and psychologically safe onsite or online environment**

- Ensure that an adult is never alone with a child or young person and they do not seek to make contact with a child, young/vulnerable person that places them at risk of abuse. For example: Sacrament of Reconciliation the Priest are in direct vision by another adult, e.g. Parent/guardian
- Ensure that children, young/vulnerable people in your care are appropriately supervised at all times.
- Use fair, respectful and developmentally appropriate strategies to guide the behaviour of children and young people in a positive manner.
- Ensure that photographs or video of an adult are taken within the context of the parish, agency or entity activity.
- Ensure that photographs or video of children and young people, parents or guardians are taken within the context of the parish, agency or entity activity.
- Use social media and digital communication in a manner that does not exploit or place children, young people or adults at risk.
- Act to remove and/or minimise any physical or environmental risks that could adversely impact children, young people and adults.
- Not consume alcohol or illicit drugs before or while engaging in the care of children, young/vulnerable people or being adversely affected by prescription medication.
- Not supply alcohol and drugs to children or young/vulnerable people.
- Not engage in conversations regarding any aspect of use, possession, or supply of alcohol or drugs, not related to defined approved program, and/or conversations relating to sexual or intimate behaviour in the presence of children, young/vulnerable people, whether directly or indirectly.
- Immediately notify management if charged or convicted with a criminal offence (if subject to a criminal history record check in relation to your involvement with a CAM parish, agency or entity).

### **Supporting cultural safety and inclusion**

- Promote the safety, participation and empowerment of children, young people and adults.
- Support the inclusion of children, young people and adults: with a disability; from culturally and linguistically diverse backgrounds; same-sex attracted, intersex and gender diverse children, young people and adults; children and young people who cannot live at home; and Aboriginal and Torres Strait Islander children, young people and adults.

### **Promoting respectful relationships**

- Engage in positive and respectful interactions with children, young people and adults that uphold their rights and dignity.
- Listen to and respect the views of children, young people and adults.

*Bayside Catholic Mission is committed to safety, wellbeing and dignity of all children, young people and adults.*

*Safeguarding is everyone's responsibility.*

