



## BCFN Child Safe Code of Conduct

### Bathurst Child & Family Network (BCFN)

<b>Vision</b>	Children and families are happy, healthy, safe and thriving in Bathurst.
<b>Mission</b>	To become and foster a cohesive team of organisations and services working with and for children and their families to enhance their wellbeing.

### Statement of Commitment

The Bathurst Child & Family Network (BCFN) is a proactive cross sector network of agencies actively working within the community to promote the value of all children, young people and families by providing an inclusive open, welcoming and safe environment for everyone participating in our programs, projects, events and activities.

The BCFN aims to apply children's rights at a practical level – we want to see it, hear it and feel it because we value and promote genuine conversations with children, young people and families and advocate for the whole community to seek, hear and listen to their voices. To achieve this, the BCFN embeds and applies the United Nations Convention on the Rights of the Child (UNCRC) principles and articles into all its undertakings.

We provide high quality programs, activities and events that are inclusive, respectful, and safe for children, young people, and the whole community. We actively consult with children and young people and value their voice, especially in decisions that affect them. We seek advice and guidance from children, young people, parents, families, carers, community, and colleagues so these standards are maintained.

### Child Safe Practices

Everyone participating in the Bathurst Child & Family Network's programs, projects, events and activities including staff, volunteers, students, children, young people, parents, families, carers and visitors, must keep to the following code of behaviour:

#### Do:

- Treat everyone with respect and honesty.
- Be respectful of cultural variations and if these variations are expressed in behaviours that cause concern report and discuss with a member of the BCFN or the organisers of the specific event or activity.
- Remember to be a positive role model to children and young people in all your conduct with them.
- Set clear boundaries about appropriate behaviour between yourself, the children and families involved in any project, event or activity of the BCFN.
- Have another adult preferably the parent of the child present or in sight when conducting one to one coaching, instruction or activity with a child or young person at all times.
- Be mindful and avoid behaviours which might constitute child exploitation, pornography and exploitation
- Abide by the policies and procedures of Centacare Bathurst to protect the rights of children in all aspects.



Bathurst Child & Family Network

## BCFN Child Safe Statement of Intent

**Do:** (continued)

- Acknowledge and accept that protection of children is in all cases the overriding consideration.
- Record and act on complaints or incidents of abuse.
- Participate in an induction process for volunteers & students, through the participation in the BCFN information session and complete relevant documentation i.e. confidentiality agreement and WHS - an Induction pack will be supplied as a result of attending the session.
- Ensure volunteers abide by The National Standards for Volunteer Involvement (2015).

**Do not:**

- Do not develop any 'special' relationships with children that could be seen as favouritism such as the offering of gifts or special treatment.
- Do not do things of a personal nature that a child can do for themselves, such as going to the toilet or changing clothes.
- Do not take photos or videos of children unless you have been authorised by BCFN to do so.
- Do not touch children and young people in a way that may be interpreted as being of sexual intention or violation of physical boundaries.

### Reporting a breach of the BCFN Child Safe Code of Conduct

It is imperative that all parties concerned take any potential or actual breach of the Code of Conduct utmost seriously and ensure that necessary steps are taken to address it. Volunteers and staff have an obligation to report any concerns they may have about the behaviour of a colleague or volunteer or any member of the public including parents, children, and young persons to a member of the BCFN Committee.

#### Informal

- Identify concern with person in question if you feel confident to do so.
- Seek advice from a member of the BCFN Committee.

#### Formal

To submit a more formal breach, contact the Chair of BCFN Committee or Director Centacare Bathurst on 6331 8944. You will be assisted to lodge a formal complaint according to **Complaints and Grievance Policy** and **Child Protection Policy of Centacare Bathurst**.

**A breach of the law will be referred to the police and/or relevant legal authority.**

If you are unsure if your actions or the actions of others breach this Code, and to access related policies please contact:

**Annette Meyers, Centacare Bathurst**  
**107 William Street PO Box 1215 Bathurst NSW 2795**  
**Phone: 02 6331 8944 Fax: 02 6331 8021**

The BCFN Child Safe Code of Conduct will be reviewed annually.

Adopted: April 2016

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