

Code of Conduct

This Code of Conduct applies to all CJ's employees, independent contractors, helpers, volunteer and any other individuals who come into contact with children.

All personnel should be encouraged to demonstrate exemplary behaviour in order to safeguard children, ensure their welfare, and also protect themselves from false allegations. The following guidelines are designed to aid the implementation of the child protection policy.

Guidelines

- Children should be treated equally and with respect and dignity. Staff should respect that children have the right to personal privacy and encourage them all to have concern for others.
- Staff should at all times provide an example of good conduct and be an excellent role model. This includes refraining from smoking, drinking alcohol or swearing in the company of children
- Staff should build balanced relationships with all children and should not have inappropriate physical contact with children.
- Staff should not make suggestive or derogatory remarks or gestures to or in front of children or be drawn into inappropriate attention seeking behaviour.
- Staff should give enthusiastic and constructive feedback and not show favouritism to any individual.
- Staff must not resort to bullying tactics or reduce a child to tears as a form of control.
- Staff should ensure, whenever possible there is more than one adult present during activities with children or at least that they are within sight or hearing of others.
- Staff should recognise the developmental needs and capacity of children, avoiding excessive training and not pushing them against their will.

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- Staff should always put the welfare of each child first, before winning or achieving goals.
- Staff should not allow children to use inappropriate language or behaviour unchallenged.
- Staff may from time to time be required to undertake tasks of a personal nature for children (e.g. assist with dressing and visits to the toilet). In performing these tasks staff should be responsive to the child's reactions. If they are fully dependent on you, talk about what you are doing and give choices where possible. Staff should not do things for a personal nature that a child could do for itself.
- Staff should ensure that any form of physical interaction, if required, is always appropriate to the situation and never against a child's will.
- Staff must record any injury that occurs in the official accident book.
- Staff should report all allegations and suspicions of abuse to the schools principal. Then support and provide the relevant information to complete an incident report form.
- Staff should not jump to conclusions about others without checking facts, neither should they exaggerate nor trivialise child abuse issues.
- Staff should be aware that it is possible to have actions misinterpreted, no matter how well intentioned.
- Staff should offer guidance and support to inexperienced assistants, helpers or volunteers.
- Staff are also required to be aware of and adhere to the CDET's "code of professional conduct for teachers of dance"
- Staff are expected to understand the nature of these code of conducts, and in signing an employment contract are deemed to have understood and agreed to abide by this code of conduct