



Reflections Academy of Dance PTY LTD

Child Safe Policy & Conduct

The organisation of Reflections Academy of Dance PTY LTD is committed to child safety.

All paid and volunteer staff, interns or trainees of Reflections Academy of Dance PTY LTD are responsible for the safety and wellbeing of children and young people who engage with Reflections Academy of Dance PTY LTD. All of these persons are expected to act in accordance with this Code of Conduct in their physical and online interactions with children and young people under the age of 18 years.

Paid staff, volunteers, interns and trainees will:

- Act in accordance with Reflections Academy of Dance PTY LTD's child safety and wellbeing policies and procedures at all times.
- Behave respectfully, courteously and ethically towards children and their families and towards other staff.
- 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.
- Promote the human rights, safety and wellbeing of all children in Reflections Academy of Dance PTY LTD.
- Demonstrate appropriate personal and professional boundaries.
- Consider and respect the diverse backgrounds and needs of children.
- Create an environment that promotes and enables children's participation and is welcoming, culturally safe and inclusive for all children and their families.
- Involve children in making decisions about activities, policies and processes that concern them wherever possible.
- Contribute, where appropriate, to Reflections Academy of Dance PTY LTD policies, discussions, learning and reviews about child safety and wellbeing.
- Identify and mitigate risks to children's safety and wellbeing as required by Reflections Academy of Dance PTY LTD risk assessment and management policy or process.
- Respond to any concerns or complaints of child harm or abuse promptly and in line with Reflections Academy of Dance PTY LTD's policy and procedure for receiving and responding to complaints.
- Report all suspected or disclosed child harm or abuse as required by DHHS services and Reflections Academy of Dance PTY LTD's policy and procedure on internal and external reporting.
- Comply with Reflections Academy of Dance PTY LTD's protocols on communicating with children.
- Comply with relevant legislation and Reflections Academy of Dance PTY LTD's policies and procedures on record keeping and information sharing.
- Will not engage in any unlawful activity with or in relation to a child.
- Will not engage in any activity that is likely to physically, sexually or emotionally harm a child.
- Will not unlawfully discriminate against any child or their family members.
- Will not be alone with a child unnecessarily.
- Will not arrange personal contact, including online contact, with children I am working with for a purpose unrelated to Reflections Academy of Dance PTY LTD's activities.
- Will not disclose personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless I am required to do so by Reflections Academy of Dance PTY LTD's policy and procedure on reporting.
- Will not use inappropriate language in the presence of children, or show or provide children with access to inappropriate images or material.
- Will not work with children while under the influence of alcohol or prohibited drugs.
- Will not ignore or disregard any suspected or disclosed child harm or abuse.