

Child Safe Code of Conduct

All paid and unpaid staff and contractors including volunteers, interns or trainees of Somerset Storyfest Ltd (Storyfest) are responsible for the safety and wellbeing of children and young people who engage with Storyfest. All participating parties are expected to act in accordance with this Child Safe Code of Conduct in their physical and online interactions with children and young people under the age of 18 years.

I WILL:

- Act in accordance with Storyfest's Child Safety 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 at Storyfest.
- Demonstrate appropriate personal and professional boundaries in accordance with the Storyfest's Professional Boundaries Policy.
- 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 Storyfest's policies, discussions, learning and reviews about Child Safety.
- Identify and mitigate risks to children's safety and wellbeing as required by Storyfest's risk assessment and management policy or process.
- Respond to any concerns or complaints of child harm or abuse promptly and in line with Storyfest's policy and procedure for receiving and responding to complaints.
- Report all suspected or disclosed child harm or abuse as required by [relevant legislation] and by Storyfest's policy and procedure on Mandatory Reporting.
- Comply with Storyfest's protocols on communicating with children.
- Comply with relevant QLD legislation and Storyfest's policies and procedures on record keeping and information sharing

Somerset Storyfest

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storyfest.com.au

Somerset Storyfest Ltd. Trading as Storyfest™ ABN 18 623 083 447



I WILL NOT:

- 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.
- Unlawfully discriminate against any child or their family members.
- Be alone with a child unnecessarily.
- Arrange personal contact, including online contact, with children I am working with for a purpose unrelated to my paid or unpaid employment at Storyfest
- 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 Storyfest’s policy and procedure on Mandatory Reporting.
- Use inappropriate language in the presence of children or show or provide children with access to inappropriate images or material.
- Work with children while under the influence of alcohol or prohibited drugs.
- Ignore or disregard any suspected or disclosed child harm or abuse.

IF I THINK THIS CODE OF CONDUCT HAS BEEN BREACHED BY ANOTHER PERSON AT STORYFEST I WILL:

- Act to prioritise the best interests of children.
- Take actions promptly to ensure that children are safe.
- Promptly report any concerns to Storyfest’s CEO or Chair.
- Follow Storyfest’s policies and procedures for receiving and responding to complaints and concerns.
- Comply with QLD legislative requirements if relevant, and with Storyfest’s policy and procedure on mandatory reporting

I _____ (Full Name) agree to abide by this Child Safe Code of Conduct during my employment and/or association with Somerset Storyfest.

I understand that breaches of this Child Safe Code of Conduct may lead to disciplinary action or termination of my employment and/or association with Somerset Storyfest.

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Signature

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Date