

Safeguarding Code of Conduct for Children and Young People



Little Dreamers is committed to providing a safe environment for all participants, volunteers and staff throughout this program.

In order to accomplish this goal, participants, staff and volunteers are expected to behave appropriately and promote a safe, fun, and healthy environment through productive participation. Everyone attending our programs is expected to act in accordance with this Code of Conduct in their physical and online interactions at Little Dreamers.

We ask all participants to read through the below code of conduct (with a parent or guardian if you are under the age of 18) at the beginning of your program. If you have any questions or concerns, please go through this with your Program Coordinator *before* your program commences.

I will:

- ★ Be respectful, cooperative and will contribute positively to the experiences of my fellow participants;
- ★ Be careful and considerate of my actions and how they impact on other people's feelings;
- ★ Show respect to the team leading the Program, cooperating with their instructions;
- ★ Always follow directions and safety rules and regulations given to me during the program;
- ★ Respect the rights and beliefs of others, and treat others with courtesy and consideration;
- ★ Respect the property of others and the program property, equipment and supplies;
- ★ Pay attention to my surroundings and use care in all activities;
- ★ Wear appropriate clothing to all in-person and online activities as a participant in this program (this includes not wearing very short shorts or skirts, revealing tops, or being topless, or clothing that has inappropriate messaging referencing violence, alcohol, drugs or sexual activity, at programs); and
- ★ Inform staff and volunteers if I am experiencing challenges with another participant, staff or volunteer.

I will not:

- ★ Mark, deface or destroy program property, equipment or supplies, nor touch, damage or take any property that does not belong to me;
- ★ Bully or tease other participants, staff or volunteers in the program;
- ★ Use inappropriate language, or gestures, or raise my voice and use harsh words;
- ★ Deliberately cause bodily harm to other participants, staff or volunteers, understanding that pushing, kicking, hitting and fighting is not acceptable behaviour and will not be tolerated;
- ★ Enter another participant's room during the retreat without prior approval from a Little Dreamers team member;
- ★ Enter a staff member or volunteer's room during the program retreat under any circumstances;
- ★ Possess, consume, distribute or be under the influence of alcohol or other drugs, including tobacco, during all in-person and online aspects of this program; and
- ★ Do anything to intentionally put myself, or others, at risk during the program.

Little Dreamers staff and volunteers will:

- ★ Make every effort to ensure your safety and protection from harm;
- ★ Wear a Little Dreamers t-shirt and/or a name badge so you can easily identify us;

- ★ Supervise you while you are at Little Dreamers programs and events;
- ★ Avoid being alone with you in locations where other Little Dreamers staff or public cannot see us;
- ★ Seek written permission from your parents/guardians before:
 - Taking you on an excursion.
 - Arranging overnight stays or camps.
 - Providing transport for you.
- ★ Ask for you and your parents/guardians' consent before taking pictures of you;
- ★ Refrain from babysitting you, visiting your home, or offering you gifts;
- ★ Avoid calling, texting, emailing, or contacting you on social media;
- ★ Offer you fair, respectful, and age-appropriate guidance that suits your background; and
- ★ Assist you and other children if you ever feel unsafe, uncomfortable, or upset.

If this Code of Conduct is breached, Little Dreamers will take the following actions:

- ★ Promptly respond to concerns and report them to the relevant member of the Little Dreamers team and parent/guardian where appropriate;
- ★ Take all required steps to ensure that participants, staff and volunteers are safe at all times;
- ★ Review the nature of the breach and follow Little Dreamers policies and procedures for receiving and responding to complaints and concerns; and
- ★ Comply with Little Dreamers' policy and procedure on internal and external reporting and reviews.

If we consider the breach to be of a serious nature, program dismissal may occur.