

LORETO PROVINCE OF  
AUSTRALIA & SOUTH EAST ASIA



CHILD SAFEGUARDING  
CODE OF CONDUCT AGREEMENT

---

I, \_\_\_\_\_, engaged as a:

- Board director
- Committee member
- Company member
- Employee
- Project partner
- Volunteer
- Other stakeholder (please detail) \_\_\_\_\_

confirm I have:

- (a) read the *Child Safeguarding Code of Conduct* and will adhere to the Code of Conduct at all times while operating under the auspices of the Loreto Province of Australia and South East Asia ('the Province').
- (b) received training in the Province's *Child Safe Policy, Commitment to Child Safety* and am aware of my reporting obligations.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

## CHILD SAFEGUARDING CODE OF CONDUCT

1. Adhere to the Province's *Child Safe Policy* and uphold the Province's *Commitment to Child Safety* at all times.
2. Comply with all relevant child protection laws and principles in Australia, and the laws of countries in which the Province operates.
3. Treat children with respect regardless of national, regional, ethnic or socio-economic origin, sex, sexual orientation, gender identity, language, religion, political or other opinion, disability, or other status.
4. Refrain from language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally incorrect.
5. Never engage in any form of physical and psychological abuse, including corporal punishment.
6. Never engage in any form of sexual abuse or activity, including paying for sexual services or acts.
7. Ensure that any physical contact with children is in response to the needs of the child, not the adult.
8. Refrain from doing things for children that they are capable of doing for themselves such as washing, undressing and using the toilet.
9. Ensure, wherever possible, that another adult is present when working in the proximity of children.
10. Refrain from providing private transportation to children unless absolutely necessary.
11. Refrain from inviting unaccompanied children into personal dwellings, unless they are at immediate risk of injury or in physical danger.
12. Refrain from sleeping close to unsupervised children, unless absolutely necessary, in which case the individual must obtain external permission and ensure that another adult is present.
13. Do not demonstrate favouritism to children through the provision or receipt of gifts.
14. Ensure that children are never given alcohol, tobacco or drugs.
15. Ensure that the buildings and/or facilities used for activities with children are suitable, safe and secure.
16. Prohibit all forms of hiring children for domestic activity or other labour that is inappropriate to their age or developmental stage; interferes with the time available for children's education and recreational activities; or exposes them to significant risk or injury.
17. Comply with all relevant Australian and local laws, including labour laws, in relation to child labour.
18. Use all forms of technology, electronic devices and social media responsibly to ensure that children are not exploited or harassed.
19. Portray children in a respectful and appropriate way when using visual images.
20. Comply with local traditions and restrictions when reproducing personal images.
21. When photographing or filming a child for public use, seek informed and prior consent from the child or, if the child is too immature to appreciate what giving consent involves, the parent or the guardian at that particular time.
22. When sending images or personal data electronically, ensure that file labels do not reveal identifying information about a child.
23. Ensure that children who are filmed or photographed are presented in a dignified and respectful manner; that they are adequately clothed; and that the images are honest representations of the context and the facts.
24. Report any suspicions of child abuse or non-compliance with this Code of Conduct to the appropriate authorities immediately.