



Thornbury Kindergarten Inc.

Code of Conduct

Thornbury Kindergarten (the Kindergarten) is a Child Safe Organisation. The protection of children is the responsibility of **everyone** involved at our Kindergarten. Staff, Parents and Volunteers, we all share the responsibility for promoting the wellbeing and safety of children.

Thornbury Kindergarten has **zero tolerance for child abuse and racism**. We are committed to acting in the best interests of children and to always keeping them safe.

The principles of the UN Convention on the Rights of the Child are paramount in all we do. Thornbury Kindergarten endorses the rights of all children:

TO PARTICIPATE, HAVE PURPOSE and BE PROTECTED FROM RISK

This Code of Conduct aims to protect children from child abuse or harm. It will assist in understanding how to embed protective behaviours and manage relationships. The Code refers to the relationship between adults and children and the relationship between adults in the Kindergarten community.

All adults at Thornbury Kindergarten are required to acknowledge and comply with:

- The Code of Conduct
- Thornbury Kindergarten's Child Safe Principles and policies
- The expectations for appropriate behaviour towards, and in the company of children, noted below.



All Adults must:

Take all reasonable steps to protect children from abuse.

Contribute to the organisational culture of child safety, by:

- Upholding the rights of all children to feel safe, and be safe, at all times
- Being always a positive role model, including speaking to children and others in an encouraging and positive manner
- Maintaining a physically safe and secure environment for children
- Treating the Kindergarten environment with respect
- Allowing children to undertake experiences that develop their self-esteem, agency and independence
- Providing an open, welcoming environment in which everyone's contribution is valued and respected
- Supporting a culture of inclusion for all children and families, regardless of their background, ethnicity, culture, language, beliefs, sex, gender identity, sexuality, age, socioeconomic status, level of ability, additional needs, family structure or lifestyle
- Ensuring all interactions with children are undertaken in full view of other adults
- Reporting any allegations of child abuse or other child safety concerns to the Director, Child Safety Support Officer or the Committee.

Additionally, staff will:

- Maintain a duty of care towards all children whilst at the Kindergarten
- Work in partnership with families in a courteous, respectful and encouraging manner
- Respect the cultural context of each child and their family
- Have regard for the privacy of children and their families and only disclose information to people who have a need to know as required under the Privacy and Confidentiality Policy and Child Information Sharing Scheme
- Commit to continually learning how to be inclusive and respectful



All Adults must not:

- Ignore or disregard any suspected or disclosed child abuse that they become aware of
- Remove a child from the service without appropriate authorisation
- Photograph or video a child in the Kindergarten environment except in accordance with Kindergarten policy or with consent from the child's parent / guardian and the child
- Develop any 'special' relationships with children that could be seen as favouritism or amount to grooming – for example, offering gifts or special treatment to specific children
- Exhibit behaviours with children which can be construed as unnecessary physical contact
- Put children at risk of abuse or harm – for example, leaving external doors open or allowing an unknown person to gain access to the Kindergarten
- Do tasks of a personal nature that a child can do for themselves, such as toileting or changing clothes
- Engage in open discussions of a mature or adult nature in the presence of children – this includes unfavourable discussions about a child and/or their family
- Use inappropriate language in the presence of children
- Express personal views on cultures, race or sexuality in the presence of children
- Treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity

Additionally, staff must not:

- Have contact with a child or their family outside of the Kindergarten without the Committee's knowledge or consent (for example babysitting). Inadvertent contact, such as at local shops, participation in community, school or sporting events is appropriate
- Have any online contact with a child or their family outside of the requirements of their role.

NON-COMPLIANCE

Thornbury Kindergarten will enforce the Child Safe Environment and Wellbeing Policy and the Code of Conduct. Following any identified non-compliance we will undertake an investigation in line with the Reportable Conduct Scheme. The Kindergarten will take appropriate disciplinary, legal or other action where required.

The Code of Conduct forms part of the Code of Conduct Policy adopted by the Approved Provider on 8th November 2022.

ACKNOWLEDGEMENT

I hereby acknowledge that I have received the Code of Conduct of Thornbury Kindergarten and I have communicated the Code of Conduct and its intent to the people who will be involved in the dropping off / picking up of my child.

I have read the Code of Conduct, I understand its contents and I agree to abide by the principles, practices and consequences set out within.

I understand that the Committee will investigate and address any breach of this Code of Conduct, in line with the Reportable Conduct Scheme.

Signature

Name (please print)

Date