

# Oxfam Australia Child Safeguarding Code of Conduct

The Child Safeguarding Code of Conduct outlines, safe, acceptable and professional behaviour in relation to children.

Oxfam Australia (OAU) is committed to the safety and protection of children in all its work as outlined in the OAU Child Safeguarding Policy. This Code of Conduct builds on the Key Principles of that Policy by providing clear boundaries for the behaviour of all OAU personnel, when interacting with children. This applies to all OAU personnel at all times and serves as a guide to make decisions in the best interests of children in their professional and private lives.

In my employment or engagement with Oxfam Australia I agree to:

- Conduct myself in a manner consistent with OAU's values and the Child Safeguarding Policy
- Treat all children with respect regardless of their race, colour, gender (including gender diverse children), language, religion, opinions, nationality, ethnicity, social origin, property, disability, sexual orientation or other status
- Immediately disclose all charges, convictions and other outcomes of an offence that I was/am subject to and relates to child exploitation and abuse, including those under traditional law, which occurred before or occurs during association with OAU
- Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, intended to humiliate or culturally inappropriate
- Not engage children in any form of sexual intercourse or sexual activity including paying for sexual services
- Wherever possible, ensure that another adult is present when working near children
- Not sleep close to unsupervised children unless absolutely necessary however where necessary, immediately report this to my Manager and if possible make sure another adult is present (noting that this does not apply to my own children or in cases when I am acting as a guardian)
- In the capacity of my employment or engagement with OAU, not visit a child's home alone or invite unaccompanied children into my own home or accommodation, unless they are at immediate risk of injury or in physical danger
- Comply with all relevant Australian and local legislation, including labour laws in relation to child labour
- Not use physical or humiliating punishment on children
- Not consume alcohol or illicit drugs when working with or in contact with children involved in OAU programs, activities or events
- Not discriminate against or act in favour of particular children to the exclusion of others
- Not seek to make contact or spend time with any child connected with OAU programs or activities outside of the designated program or activity time
- Not abuse my position to withhold professional assistance, or give preferential treatment, gifts or payment of any kind to a child, or another person in relation to a child in order to solicit any form of advantage or sexual favour from a child.
- Not engage in physical contact with a child that is: unprofessional (such as kissing or cuddling), abusive, unnecessary or excessive, that makes a child feel uncomfortable or unsafe, or in a culturally insensitive way (necessary physical contact would include attending to an injured child or removing a child from a dangerous situation).
- Not hire children for domestic or other labour: which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- Not do things for children involved in OAU programs, activities or events of a personal nature that they can do for themselves such as toileting, bathing or changing their clothes
- Not use any computers, mobile phones, video cameras, cameras or social media to exploit or harass children, or access child sexual exploitation material through any medium
- Not condone or participate in behaviour with children which is illegal, unsafe or abusive
- Immediately report concerns for the safety or wellbeing of a child, or a possible breach of the Child Safeguarding Policy or Code of Conduct in accordance with the Child Safeguarding Reporting Procedures
- Speak with Management about any concerns I have of my involvement in any situation where my words, actions or behaviour may be interpreted as a breach of this Code of Conduct

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- Act professionally towards children with whom I interact, whilst at the same time showing genuine care and compassion

To ensure the privacy and safeguarding of children when photographing or filming a child or using children's images or stories for work-related purposes including promotion, fundraising and development education, I agree to:

- Take care to ensure local traditions or restrictions for reproducing personal images are adhered to before photographing or filming a child;
- Obtain informed consent from the child and/or parent or guardian of the child before photographing or filming a child or obtaining their story. An explanation of how the photograph, film or story will be used must be provided;
- Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive;
- Ensure images and stories are honest representations of the context and the facts;
- Ensure file labels, meta data or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images or stories in any form

I have read the OAU Child Safeguarding Code of Conduct and understand my personal responsibility to abide by the Code of Conduct at all times to protect myself and the children with whom I may come into direct or indirect contact through my work for or with OAU. Failure to abide by this Code may result in disciplinary action outlined within the Child Safeguarding Policy.

Signature:

Print Name:

Date: