

Goondiwindi SILO Inc t/a Gateway To Training



GTT Child Safe Staff Code of Conduct

Introduction

All staff and volunteers of Gateway To Training (GTT) are responsible for the safety and wellbeing of children and young people who engage with GTT and 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.

Staff Commitment

All GTT staff confirm that they will:



act in accordance with GTT's child safety and wellbeing policies and procedures at all times;



behave respectfully, courteously and ethically towards young people and their families and towards other staff;



listen and respond to the views and concerns of young people, 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 young people connected to GTT;



demonstrate appropriate personal and professional boundaries;



consider and respect the diverse backgrounds and needs of young people;



create an environment that promotes and enables young people's participation and is welcoming, culturally safe and inclusive for all young people and their families;



Involve young people in making decisions about activities, policies and processes that concern them wherever possible;



contribute, where appropriate, to GTT's policies, discussions, learning and reviews about child safety and wellbeing;



identify and mitigate risks to the safety and wellbeing of young people as required by GTT's risk assessment and management policies and processes;



respond to any concerns or complaints of child harm or abuse promptly and in line with GTT's policies and procedures for receiving and responding to complaints;



report all suspected or disclosed child harm or abuse as required by the National Principles for Child Safe Organisations; Queensland Blue Card Services; and GTT's policies and procedures on internal and external reporting;



comply with all GTT protocols on communicating with young people; and



comply with the National Principles for Child Safe Organisations'; Queensland Blue Card Services; and GTT's policies and procedures on record keeping and information sharing

All staff confirm that they will not:



engage in any unlawful activity with or in relation to a young person;



engage in any activity that is likely to physically, sexually or emotionally harm a young person;



unlawfully discriminate against any young person or their family members;



be alone with a young person unnecessarily;



arrange personal contact, including online contact, with young people I am working with for a purpose unrelated to sanctioned GTT activities;



disclose personal or sensitive information about a young person, including images of a young person, unless the young person and their parent or legal guardian consent or unless I am required to do so by GTT's policies and procedures on reporting;



use inappropriate language in the presence of young people, or show or provide them with access to inappropriate images or material;



work with young people while under the influence of alcohol or prohibited drugs; or



ignore or disregard any suspected or disclosed child harm or abuse

Breaches

If staff believe that this Code of Conduct has been breached by another person at GTT they will:



act to prioritise the best interests of young people;



take actions promptly to ensure that young people are safe;



promptly report any concerns to GTT's Executive Officer or Operations Manager or their nominee;



follow GTT's policies and procedures for receiving and responding to complaints and concerns; and



comply with the Queensland Blue Card Services requirements, if relevant, and with GTT's policies and procedures on internal and external reporting