



AGTV Inc. Code of Conduct for Working with Children

The AGTV Inc. is committed to child safety and a zero tolerance of child abuse.

There are principles which should guide an adult's behaviour when undertaking child-connected work such as:

- the adult/child relationship should be professional at all times
- an adult's response to a child's behaviour or circumstances should be commensurate with the child's age and vulnerability and the adult's responsibility for the care, safety and welfare of the child
- an adult should not be alone with a child unless there is a line of sight to other adults
- an adult should not intimidate or seek physical or private contact with children.
- all adults 18+ must hold current VIT Registration or a Working With Children Check if working with children for an extended period, or on a regular or ongoing basis
- reporting any suspected abuse and taking action when abuse is reported

If anyone believes a child is at immediate risk of abuse, phone 000

Acceptable Behaviours

All members, volunteers and other adults involved with providing services to children are responsible for supporting the safety of children by:

- treating everyone with respect and making decisions in the best interest of the child
 - adhering to the AGTV Inc. Child-Safe Policy and upholding the association's statement of commitment to child safety at all times
 - taking all reasonable steps to protect children from harm and abuse
 - encouraging children to report inappropriate behaviour and being aware of how to do this
 - listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused or that they are worried about their safety or the safety of another child
 - promoting a safe and inclusive environment for all children accessing services
 - promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islanders and their Elders, adhering to appropriate protocols, and by never questioning an Aboriginal and Torres Strait Islander child's self-identification
 - promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by promoting respectful interaction and a zero tolerance of discrimination)
 - promoting the safety, participation and empowerment of children with disability (for example, during personal care activities)
 - ensuring as far as practicable that adults are not alone with a child
 - understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
- If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
- reporting any child safety concerns or allegations of child abuse to the nominated leader of the activity or the Committee of the AGTV Inc., or the police
 - reporting to the Victorian Institute of Teaching (VIT) any changes, committal for trial or convictions in relation to a sexual offence by a registered teacher, or certain allegations or concerns about a registered teacher



Unacceptable Behaviours

Members, volunteers and other personnel must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example, inappropriate sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessarily physical contact which children or do things 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 (for example, personal social activities)
- use inappropriate language in the presence of children
- discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- initiate or maintain contact with a child or their family, face to face or online (including by social media, email, instant messaging, Skype etc) beyond the authorised boundaries of organising, providing or evaluating AGTV Inc. services to children or families. Authorised personnel will at times require the private contact details of children or families to communicate information and coordinate services, and to manage risk (for example, the AGTV-BJR Exchange, Year 12 Forum)
- share the private contact details of children or families with others not authorised to access these
- photograph, video or record a child without the consent of the child and parent or legal guardian, unless it is reasonable to expect this to occur (for example, general photographs of events, presentation ceremonies). If photographs are taken, the purpose of the photography will be communicated to those involved and if published, the opportunity to refuse permission will be provided

AGTV-BJR Exchange

As part of the AGTV's legal responsibility as a registered Student Exchange Organisation, the personal details about exchange students, the families and other adults living in the household are required for matching students, fulfilling duty of care, and coordinating the exchange with the Bayerischer Jugendring in Munich, and with the support of local area coordinators in schools.

All adults 18 years and over living in the household/s in which the exchange student is staying are required to hold a current Working With Children Check or VIT registration for the duration of the exchange.

Any allegation of misconduct or abuse will be recorded and investigated, and within 3 working days of the allegation being made, the allegation will be reported to the VRQA.

Contact the AGTV Coordinator of the BJR Exchange: bjr@agtv.vic.edu.au

Further information

Victorian Registration and Qualifications Authority (VRQA) child safe standards website:

<https://www.vic.gov.au/child-safe-standards-education-providers>

Association of German Teachers of Victoria Incorporated: www.agtv.vic.edu.au

Email: agtv@agtv.vic.edu.au

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