



AGTV Code of Conduct for Working with Children and Young People

The Association of German Teachers of Victoria Inc. (AGTV) is committed to child safety and a zero tolerance of child abuse.

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

- all adults 18+ must hold current VIT Registration or a Working With Children Check if working with children,
- reporting any suspected or actual abuse and taking action when abuse is reported,
- 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 their care, safety and welfare,
- an adult should not be alone with a child unless there is a line of sight to other adults,
- an adult should not intimidate a child or young person,
- an adult should not seek unnecessary physical, private or online contact with children,
- 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).

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 Child Safe Policy and upholding the association's statement of commitment to child safety at all times in line with Child Safe Standards: <https://ccyp.vic.gov.au/child-safe-standards/>
- 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 families, adhering to appropriate protocols, and by never questioning an Aboriginal and Torres Strait Islander child's or young person's self-identification,
- promoting the cultural safety, participation and empowerment of children of all cultural 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),
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Children, Youth and Families Act 2005.

If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe and immediately reporting any child safety concerns or allegations of child abuse to the nominated leader of the AGTV activity and the President or Secretary.

- AGTV President president@agtv.vic.edu.au or AGTV Secretary secretary@agtv.vic.edu.au.



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 unnecessary physical contact which children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes,
- use inappropriate language in the presence of children,
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities),
- discriminate against any child, including because of age, disability, gender, cultural background,
- initiate or contact with a child or their family, face to face or online (including by social media, email, instant messaging, video calls etc) beyond the authorised boundaries of organising, providing or evaluating AGTV services to children or families,
- 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, AGTV-BJR group photos).

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,
- coordinating the exchange with the Bayerischer Jugendring (BJR) in Munich with the support of local area coordinators and liaison officers 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 reported to the VRQA.

Contact the AGTV Coordinator of the BJR Exchange:

- bjr@agtv.vic.edu.au

Further information

Victorian Government: Child Safe Standards for Education Services

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

Commission for Children and Young People: Child Safe Standards

- <https://ccyp.vic.gov.au/child-safe-standards/>

Association of German Teachers of Victoria Incorporated A0024716J:

- Website: www.agtv.vic.edu.au Email: agtv@agtv.vic.edu.au