

Child Safe Code of Conduct

As a disability support worker, contractor, volunteer or representative of Concept Care, I am responsible for upholding the safety, rights and wellbeing of children and young people in my care (under the age of 18). I will demonstrate respect, integrity and professionalism at all times, in line with the NDIS Code of Conduct, the NSW Child Safe Standards, and the Children's Guardian Regulation 2022.

I will not:

- Subject a child or young person to corporal punishment, humiliation, intimidation, social isolation, immobilisation, abuse, neglect, exploitation, sexual suggestion, or misconduct of any kind.
- Direct or encourage a child to perform in a sexually provocative, harmful, unsafe, or degrading manner.
- Communicate with a child in ways that are likely to humiliate, frighten, distress, manipulate or exploit them.
- Use tobacco products, vapes, alcohol, or be under the influence of alcohol, illicit or non-prescribed drugs at any time while working with or responsible for children.
- Develop or seek "special relationships" with children that could be seen as grooming, favouritism, or creating dependence, including the offering of gifts, privileges, or secretive communication.

- Engage in physical contact or provide personal care of a nature that is unnecessary or inappropriate, such as toileting, bathing, or changing clothes, unless this is a clearly documented part of the child's care plan and undertaken with consent, dignity, and in line with NDIS Practice Standards.

I will:

- Treat every child and young person with dignity, respect and fairness.
- Communicate with children in a way that is respectful, age-appropriate, culturally sensitive, and supports inclusion and understanding.
- Establish and maintain clear professional boundaries about appropriate behaviour and relationships between myself and a child.
- Ensure that any physical contact with a child is appropriate to the professional role, necessary for their safety, care or support, and conducted in line with organisational policy and NDIS obligations.
- Actively listen to children and young people, take their views seriously, and respond promptly and appropriately to their concerns.
- Immediately report any suspicions, disclosures, or incidents of abuse, neglect, harm or exploitation, in line with organisational procedures, the Incident Management System, and mandatory reporting obligations.
- Support children to understand their rights, participate in decisions that affect them, and feel safe to speak up.
- Abide by all legal and ethical obligations, including:
 - The NDIS Code of Conduct
 - NDIS Practice Standards and Incident Management Rules

- NSW Child Safe Standards and the Children's Guardian Regulation 2022
- Relevant workplace health and safety, privacy and employment laws.
- Promote cultural safety for Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, LGBTQIA+ children and children with disability.
- Complete induction and annual child safety refreshers and follow all related policies (Incident Management, Complaints, Privacy, Risk).

Digital, Social Media and Images

- Only use approved organisational platforms. No personal social media connections, DMs or sharing personal contact details with children.
- Will not share, post, or store children's images or information on personal devices/accounts.
- Will not take photos or videos of children without prior consent from the child and their parent/guardian (as applicable), and without approval from a manager. I will use Concept Care devices where possible.
- Will keep all online interactions transparent, professional and recorded in the participant file where required.

Boundaries, Transport and Lone Working

- Will avoid being alone with a child; I will use the two adult rules where practicable. If alone, I will ensure visibility (open doors, public locations) and record the circumstance.
- Will not have any after-hours contact, social meetings, buy gifts or offer favours outside of the role scope and manager approval



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- Will transport only when authorised in the plan / roster, with consent and documented pickup/drop off times

Declaration

I understand that breaches of this Code may result in disciplinary action, termination of employment or contract, and/or referral to external authorities, including the NDIS Commission, the NSW Office of the Children's Guardian, or the Police.

I agree to abide by this Child Safe Code of Conduct.

I agree to report any concerns immediately.

Name:

Signature:

Date: