



Friends of the
Melton Botanic Garden Inc.

Code of Conduct

Child Safe Standards

All volunteers and committee members of Friends of the Melton Botanic Garden (FMBG) are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

Our organisation is committed to child safety. This includes our younger members and any children that have contact with our organisation, for example children who attend meetings, participate in our activities and visit the nursery with their parents/guardians.

All volunteers and personnel of FMBG are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

- adhering to the FMBG Child Safe Policy at all times and upholding the FMBG statement of commitment to child safety at all time
- taking all reasonable steps to protect children from abuse
- treating everyone with respect
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another
- ensuring children stay fully clothed at all times, only removing outer layer of clothing, such as coats and jumpers as required with the assistance of a parent/carer/guardian if required
- ensuring as far as practicable that adults are not left alone with a child
- reporting any allegations of child abuse to FMBG Child Safety Officers or Committee Member, and ensure any allegation is reported to the police or child protection
- reporting any child safety concerns to FMBG Child Safety Officers or Committee Member
- if an allegation of child abuse is made, ensure as quickly as possible that the child/children are safe
- encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.

Volunteers and our visitors must not:

- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- avoid any action that may affect a child's self-esteem
- exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps. Sitting on laps could be appropriate sometime (for example while reading a storybook to a small child in an open plan area)
- put children at risk of abuse (for example, by locking doors)
- 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
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, particularly in relation to culture, race, ethnicity or disability
- ignore or disregard any suspected or disclosed child abuse.

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to the FMBG Child Safety Officers and/or Committee Members.

If you believe a child is at immediate risk of abuse phone 000.

Name: John Bentley (President)

Barbara Frampton (Secretary)

Signature: _____

Signature: _____

Date: 1 March 2018

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