



Catholic Diocese of Rockhampton

'We live out the call of baptism through personal faith in Jesus witnessing together to the Good News of the Kingdom'

Code of Conduct

for the Child Protection Policy

Values and Principles

The **Diocese** is committed to ensuring that the **Diocese** provides a safe and caring environment for **children and young people** through its **ministries and offices**.

The Child Protection Policy and the publication "Go Out to All the World" sets out the underlying principles and values for fostering a safe and caring environment for all, including **children and young people**.

This *Code of Conduct* supplements and must be read in conjunction with the Child Protection Policy. Terms which are identified in bold and italics have a specific meaning prescribed by the Child Protection Policy.

Expected Standards of Conduct

The following behavioural standards must be observed in all relationships between people **working for or within the Diocese** and **children and young people** in their care, or who avail themselves of our services. This *Code of Conduct* applies to all **ministries and offices** of the Diocese, regardless of whether a **ministry or office** also has its own policy, code of conduct or procedure addressing a substantially similar purpose. To the extent of any inconsistency, this *Code of Conduct* prevails.

General Behaviours

- Avoid any behaviours or actions that could reasonably be interpreted as discrimination, harassment, causing **harm** to a **child or young person**, or otherwise inappropriate.
- Do not use **illegal substances** or **unsanctioned substances** in the presence of a **child or young person** and do not supply any **illegal substances** or **unsanctioned substances** to a **child or young person**.
- Clearly outline expected and acceptable behaviour to any **child or young person** dealt with in the course of **working for or within the Diocese**.
- Maintain appropriate dress and behaviours that conform to Church and community expected standards.

Communication

- Avoid any form of over-familiarity with a **child or young person**.
- Avoid use of language that could be interpreted as offensive or obscene.
- Avoid the misuse of technology (including without limitation, technology such as internet, email, mobile phones, video, DVD and recording devices and misuse such as using technology in a way that breaches or contributes to a breach of the above required 'General Behaviours').

Contact

- No unnecessary physical contact should be made with a **child or young person** at any time, except in the case of emergency or to prevent or minimise impending physical harm to a **child or young person**.
- At least two adults who **work for or within the Diocese** should be present at all times when conducting activities or providing services involving **children and young people**, for or on behalf of the Diocese including without limitation, children's liturgies, excursions and camps (refer to the *Activity Planning* procedure document).

Professional Relationships

- Maintain clear boundaries between personal relationships and pastoral responsibilities, acting professionally at all times when **working for or within the Diocese**.

Awareness

- Familiarise oneself with and abide by the law (including without limitation State and Commonwealth legislation regarding child protection, workplace health and safety and behaviours which constitute offences, and common law relating to negligence, duty of care and vicarious liability).
- Familiarise oneself with the **Policy** and its supplementary documents.
- Familiarise oneself with the causes and signs of **harm**, abuse or neglect of **children and young people**.
- Keep up-to-date with those matters set out above by attending formation programs provided by or made available to the **Diocese**.

Discipline

- If a **child or young person** is to be disciplined, this must only take the form of verbal and / or written warnings.

Compliance

Breaching this *Code of Conduct* can result in the suspension, withdrawal or termination of any agreement, consent or approval of the **Diocese**, for that person to **work for or within the Diocese** (including without limitation, the termination of employment). In the event it is reasonably suspected a breach has occurred constituting or associated with, the commission of a criminal offence, the **Bishop** or another person appropriately authorised by the **Bishop** for this purpose will:

- report the matter to the appropriate authority and / or law enforcement officers;
- cooperate with the appropriate authority and / or law enforcement officers; and
- provide all relevant information to the appropriate authority and / or law enforcement officers to assist in their investigations.

The rights of any person alleged to have acted in breach of this *Code of Conduct* and any **child or young person** associated with an alleged breach must be respected. Such rights include without limitation, the right to procedural fairness and natural justice.

A person who **works for or within the Diocese** and who becomes aware of or reasonably suspects a breach of this *Code of Conduct* must report it immediately, according to the procedures outlined in the *Dealing with Observations, Disclosures and Suspicions of Harm* procedure.

Related Articles

- Australian Catholic Bishops Conference and the Australian Conference of Leaders of Religious Institutes *'Towards Healing' December, 2003.*
- National Committee for Professional Standards, *'Integrity in Ministry', 2004*
- *The Commission for Children and Young People and Child Guardian Act of 2000.*
- The Commission for Children and Young People and Child Guardian *'Safe Environments for young people', 2005*

For Further Information

If you would like further information about the contents of this *Code of Conduct* or if you have any questions please contact:

The Diocesan Child Protection Officer
PO Box 611
ROCKHAMPTON QLD 4700

Ph: (07) 4931 3617
Fax: (07) 4931 3717

Last Updated

** Catholic Diocese of Rockhampton CHILD PROTECTION POLICY: CODE OF CONDUCT was last updated: April 2008