Standing Tall in Hamilton Inc.
Suite 11B, 130 Lonsdale Street
Hamilton VIC 3300
ABN: 31 286 830 102
Inc. No: A0059849E

Child Safe Code of Conduct 2025

(For Staff and Volunteers)

The reputation and success of Standing Tall in Hamilton Inc. (Standing Tall) rely on the actions of every staff member and volunteer. Each action we take should reflect our values and align with this Code of Conduct ("the Code"), ensuring the safety, wellbeing, and respect of all children, students, staff, and volunteers connected to our organisation.

When representing Standing Tall, staff and volunteers are responsible for their behaviour throughout their engagement. We expect everyone to live out our values of ***integrity, compassion, collaboration, empowerment,*** and ***community focus*** — both in how we support young people and in how we work together as a team.

This Code ensures that we are all clear on expectations and working together "on the same page." We are committed to creating a safe, inclusive, and supportive environment where every student, staff member, and volunteer feels valued, respected, and protected.

As role models, our staff and volunteers are expected to always uphold the highest standards of professional and ethical behaviour — in our interactions with students, families, schools, and one another.

This Code sets out the standards of behaviour expected in relation to **students and to each other**, and applies to all staff, volunteers, contractors, and representatives of Standing Tall.

Statement of Commitment
Standing Tall is committed to the safety and wellbeing of children and young people. We seek to prevent harm of any kind impacting students and have zero tolerance for racism, child abuse, inequality, harassment, or bullying in any form. Children and young people's rights, relationships, identity, and culture must be recognised and respected, their voices heard, and their concerns acted upon. Equally, we believe all staff and volunteers deserve to be treated with the same respect, dignity, and care that we expect for our students.

We aim to foster a culturally safe, child safe, and people-safe environment for everyone connected to Standing Tall. To achieve this, all staff and volunteers must uphold our commitments and follow our policies, procedures, and training requirements.

You Must:

- ✓ Act in the best interests of students at all times.
- ✓ Treat **all people** with dignity, respect, and fairness, regardless of their background, abilities, culture, religion, gender, or sexuality.
- ✓ Listen to and value the views and contributions of children, young people, and fellow team members.
- ✓ Maintain professional boundaries at all times — be friendly, but not friends.
- ✓ Follow organisation policies and procedures, including child safety, reporting, and risk management.
- ✓ Immediately raise and report any concerns or suspicions about child safety, wellbeing, or breaches of this Code to the Program Manager or appropriate authority.
- ✓ Use appropriate and respectful language, behaviour, and communication at all times.
- ✓ Promote the safety, participation, and empowerment of students and uphold a supportive environment among staff and volunteers.

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You Must Not:

- ✗ Engage in any form of child abuse, neglect, harassment, discrimination, or bullying — towards students **or each other**.
- ✗ Develop personal, private, or secret relationships with a student (including through social media, texting, or private messaging).
- ✗ Be alone with a student in an unsupervised or secluded setting.
- ✗ Use inappropriate, offensive, or sexually suggestive language, gestures, or materials in the presence of students or colleagues.
- ✗ Initiate physical contact unless it is part of an approved activity and appropriate to the situation (e.g., a high five or sporting activity).
- ✗ Show favouritism or provide special treatment to a student.
- ✗ Transport a student in a private vehicle.
- ✗ **As a volunteer, take photographs, videos or audio recordings of students.** Only authorised Standing Tall staff may do so, and only with written parent/guardian consent and organisational approval.
- ✗ Ignore or fail to report any concerns about a child's safety or a breach of this Code.

Use of Technology & Social Media

- Communication with students must only occur through approved organisational channels.
- Do not "friend," "follow," or engage privately with students on personal social media accounts.
- Never share personal contact details (home/work address, phone, email, or social media) with students.
- Always communicate respectfully with colleagues and students online, in line with Standing Tall's values and professional expectations.

Commitment to Reporting

All staff and volunteers are legally and morally obligated to take action if they become aware of, or suspect, any risk of harm, abuse, or neglect.

- Concerns must be reported immediately to the Program Manager on 0432 984 400 or 03 4520 9324.
- If a child is at immediate risk of harm, contact emergency services (000).

Acknowledgement

- I have read, understood, and agree to uphold the expectations outlined in the **Standing Tall in Hamilton Code of Conduct.**
- I commit to demonstrating the values and behaviours expected of all Standing Tall staff and volunteers.
- I understand that my role with Standing Tall cannot commence until I have provided written acceptance of this Code.
- I acknowledge that Standing Tall will work collaboratively with me should any concerns or issues arise, with a focus on fairness, learning, and positive resolution.
- I understand that behaviour which negatively impacts students, fellow mentors, or the organisation — or breaches of this Code — may result in the suspension or termination of my involvement.

By completing this form, you help ensure that **Standing Tall in Hamilton** remains a **child-safe, inclusive,** and **respectful** organisation, where everyone feels welcome, supported, and protected.

Thank you for your ongoing commitment, care, and the difference you make in the lives of our young people — and within our community.

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