

Our Child safe code of conduct outlines the expected behaviour of adults who interact with children and young people when working or partnering with The Bryan Education Foundation (TBEF).

Overview

All employees, volunteers, contractors, service providers, Board members, and any other adults involved in child-connected work at TBEF are required to adhere to the [Child Safe Code of Conduct](#).

This code applies to both physical and online environments in which children are present. It is applicable during regular business hours as well as outside of those hours, including in other locations provided by TBEF for children's use, such as FamilyLinQ special events, programs or activities.

Acceptable behaviours

TBEF board members, employees, volunteers, contractors, service providers and any other member of our community involved in child-connected work are responsible for supporting and promoting the safety of children by:

- Always upholding our commitment to the safety of children and young people and adhering to the TBEF [Child safety and wellbeing policy](#).
- Treating children, students, and families in our FamilyLinQ school communities with respect, both within and outside our school-based environment, as part of normal social and community activities.
- Listening to and responding to the views and concerns of children and students, particularly if they disclose that they or another child or student has been abused or if they are worried about their safety or the safety of another child or student.
- Promoting the cultural safety, participation, and empowerment of Aboriginal students, students with culturally and/or linguistically diverse backgrounds, students with disabilities, international students, students who are unable to live at home, and lesbian, gay, bisexual, transgender, and intersex (LGBTIQ+) students.
- Ensuring, as far as practicable, that adults are not alone with a student. One-to-one interactions between an adult and a student should take place in an open space or within the line of sight of another adult.
- Reporting any allegations of child abuse or other child safety concerns to the Partnerships Manager.
- Proactively participating in training and other development opportunities to improve understanding of how to promote, maintain and improve the safety of children and young people.
- Understanding and complying with all reporting and disclosure obligations, including mandatory reporting, in line with our Child Protection procedure.
- If child abuse is suspected, ensure as quickly as possible that the child/ren is safe and protected from harm.

Unacceptable behaviours

As TBEF, board, employees, volunteers, contractors, service providers and any other member of our community involved in child-connected work we must:

- Not ignore or disregard any concerns, suspicions, or disclosures of child abuse or harm.
- Not develop a relationship with any child or student that could be seen as favouritism or amount to 'grooming' behaviour, such as offering gifts.
- Not display behaviours or engage with children or students in ways that are not justified by the professional context.
- Not ignore an adult's overly familiar or inappropriate behaviour towards a child.
- Not discuss intimate topics or use sexualised language.
- Not treat a child or student unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality, or ethnicity.
- Not communicate directly with a child or student through personal or private contact channels, including social media, email, instant messaging, texting, etc., except where that communication is reasonable in all the circumstances, related to the services being delivered, or where there is a safety concern or other urgent matter.
- Not photograph or video a child or student in a FamilyLinQ or school environment except in accordance with the [Obtaining and managing child and individual consent procedure](#), and only using a TBEF device(not a personal device). Where it is clinically required for service delivery using the service providers device in accordance with the service provider organisation's consent and meets Queensland Health policy and storage requirements
- Not consume alcohol against TBEF policy or take illicit drugs in the worksite or at TBEF events where children or students are present.
- Not have arranged contact with any child or student outside of FamilyLinQ except when needed to deliver the organisation's services and with parental permission.

Breaches to the Child safe code of conduct

- Any TBEF board members, employees, volunteers, contractors, service providers, and other community members involved in child-connected work who breach this Child Safe Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, service agreement, professional code, or terms of engagement.
- In instances where a reportable allegation has been made, the matter will be managed in accordance with TBEF's Child Protection Reporting Procedure where not a TBEF employee, or Allegations against employees in the area of child protection procedure where the person is a TBEF employee and may be subject to referral to the Queensland Police.
- All breaches and suspected breaches of the TBEF [Child safe code of conduct](#) must be reported to the Executive Director on Ph: 07 3004 1222 or via email: [Matthew Cox](mailto:mcox@thebryanfoundation.org.au)
- If an employee is terminated due to a breach of the [Child safe code of conduct](#), TBEF will not provide a reference for future employment.