



CODE OF CONDUCT FOR VOLUNTEERS WORKING WITH YOUTH AND CHILDREN

POLICY OBJECTIVE

This Child Safety Code of Conduct sets out Electric Light Theatre's commitment to ensuring it discharges the obligations and expectations contained in Child Safe [Standard 2](#)¹ and [Standard 3](#).²

YOUTH AND CHILD SAFETY CODE OF CONDUCT

Volunteers and cast members over the age of 18 at Electric Light Theatre are required to abide by the Child Safety Code of Conduct.

Electric Light Theatre recognises, respects and promotes its responsibilities to keep children safe from abuse, and commits to ensuring the safety of children as a first priority. Electric Light Theatre values diversity and will not tolerate child abuse or discriminatory practices.

The Youth and Child Safety Code of Conduct aims to protect children/youth and reduce opportunities for child abuse or harm to occur. It is intended to complement Electric Light Theatre's other related policies and procedures.

The Youth and Child Safety Code of Conduct applies to the broad range of situations where interaction with children and young people may occur in the delivery of Electric Light Theatre services, including through digital technology and social media.

Under the President, Committee, Producer and production team will:

1. be responsible for the overall welfare and wellbeing of volunteers
2. be accountable for managing and maintaining a duty of care towards volunteers

¹ Standard 2 – Child safety and wellbeing is embedded in organisational leadership, governance and culture.

² Standard 3 – Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.



3. nominate a sub committee to provide information and support to all, volunteers, children, young people and their carers regarding child protection matters.

All people involved in the care of children on behalf of Electric Light Theatre will:

1. work towards achieving the aims and purposes of the organisation
2. be responsible for relevant administration of programs and activities in their area
3. maintain a duty of care towards others involved in these programs and activities
4. take all reasonable steps to protect children from abuse and harm
5. establish and maintain a child-safe environment for children and young people in the course of their work
6. be fair, considerate and honest in their dealings with others
7. work with children in an open and transparent way
8. treat children and young people with respect and value their ideas and opinions
9. encourage children to participate in matters important to them
10. act as positive role models in their conduct with children and young people and model appropriate adult behaviour
11. listen to children and respond to their needs appropriately
12. be professional in their actions
13. maintain strict impartiality
14. comply with specific organisational guidelines on physical contact with children
15. respect the privacy of children and their families, teachers and carers, and disclose information about them only to people who have a need to know
16. operate within the policies and guidelines of Electric Light Theatre, including adhering to the Child Safe Policy, at all times
17. report any allegations of child abuse
18. contact the police if a child is at immediate risk of abuse (phone 000).

Volunteers shall work to prevent discrimination and actively promote the participation and inclusion of all children, recognising in particular:

1. Aboriginal and Torres Strait Islander children and young people
2. children from culturally and linguistically diverse backgrounds
3. children with a disability
4. children who identify as lesbian, gay, bisexual or trans



5. children who are intersex, non-binary or gender diverse
6. children in and out of home care and the youth justice system.

Volunteers shall not:

1. shame, humiliate, oppress, belittle or degrade children or young people
2. unlawfully discriminate against any child or young person, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
3. seek to use children in any way to meet the needs of adults
4. ignore or disregard any concerns, suspicions or disclosure of child abuse or harm
5. engage in any activity with a child or young person that is likely to physically or emotionally harm them
6. initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves; e.g. toileting or changing clothes
7. be alone with a child or young person unnecessarily and for more than a very short time
8. develop a “special” relationship with a specific child or young person for their own needs
9. show favoritism through the provision of gifts, or inappropriate attention
10. arrange contact, including online contact, with children or young people outside of the organisation’s programs and activities
11. have unauthorised contact with children and young people in person, online or by phone
12. photograph or video a child or young person without the consent of the child and their parents or guardians
13. work with children or young people while under the influence of alcohol or illegal drugs
14. engage in open discussions of a mature or adult nature in the presence of children
15. use inappropriate language or behaviour, including discriminatory or oppressive language or behaviour, in the presence of children
16. do anything in contravention of the organisation’s policies, procedures or this Code of Conduct.



By nature of Electric Light Theatre's activities, volunteers may be required to assist youth and children in dressing rooms during performance week. In theatre, volunteers will ensure:

1. dressing room spaces are allocated appropriately, considering gender, age, and stage of development eg girls pre-pubescent, pubescent and post-pubescent.
2. If you are not allocated to volunteer in dressing rooms or required there for a particular purpose (e.g. conveying a message that will assist the smooth flow of the show), please refrain from entering dressing rooms.
3. Ensure phones, cameras or other recording devices are not used in dressing rooms at any stage.
4. Cast members are not allowed phones or cameras in dressing rooms at any point in time. Should volunteers be aware of phones or cameras being in cast members' possession, please advise a committee member.

CONSEQUENCES OF BREACHING THE CHILD SAFETY CODE OF CONDUCT

A breach of the Child Safety Code of Conduct by an Electric Light Theatre volunteer may result in disciplinary action being taken against them in accordance with Electric Light Theatre's Child Safe Policy including and up to termination of employment or cessation of engagement with the organisation.

In addition to any action that may be taken matters that indicate potential criminal conduct may be reported to police for investigation.

AUTHORISATION

1 September 2024

A handwritten signature in red ink, appearing to be 'Jodie Judd', written over a faint, light blue circular watermark.

**Jodie Judd - President
ELT committee**