

Dancefusion Performing Arts Academy – Child Safe Code of Conduct

Approved by the Management Committee on 5 February 2025

Purpose

This Code of Conduct outlines the expected standards of behaviour for all staff, teachers, volunteers, contractors, and members of the Management Committee at Dancefusion Performing Arts Academy (“DFPA”) when interacting with children and young people. It supports our commitment to a **child safe and child-friendly environment**, consistent with the **Dancefusion Performing Arts Academy Child Safety and Wellbeing Policy** and the **Child Safe Standards (Vic)**.

Scope

This Code applies to:

- All DFPA staff, teachers, volunteers, and contractors.
- Members of the Management Committee.
- Anyone representing DFPA at classes, performances, events, excursions, or online.
- Any person engaged in DFPA activities who may come into contact with children.

All individuals covered by this Code are expected to read, understand, and comply with it at all times. Breaches of the Code may result in disciplinary action, up to and including termination of employment or engagement.

Our Commitment

At DFPA, we:

- Have **zero tolerance for child abuse, harm, neglect, or discrimination**.
 - Prioritise the **safety, participation, and empowerment** of all children.
 - Are committed to creating an environment where **children feel safe, respected, and valued**.
 - Uphold the **rights of children** as outlined in the Child Safety and Wellbeing Policy.
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Expected Behaviours

All DFPA Staff, Teachers, Volunteers, and Committee Members Must:

1. **Act in the best interests of children at all times.**
 2. **Treat all children and families with respect**, fairness, and courtesy regardless of age, gender, ability, culture, sexuality, or background.
 3. **Listen to children** and take their concerns seriously, responding appropriately to signs of distress or discomfort.
 4. **Promote inclusion and participation**, supporting all children to fully engage in programs and performances.
 5. **Respect children's personal space** and use appropriate, professional, and non-invasive physical contact only when necessary (e.g. correcting dance alignment, providing first aid) and always in a manner that is transparent and consent-based.
 6. **Model positive behaviour** and language that encourages confidence, resilience, and kindness.
 7. **Immediately report any child safety concerns**, disclosures, or breaches of this Code to the Child Safety Person, Principal, or Vice Principal.
 8. **Comply with mandatory reporting obligations** and DFPA's complaint handling procedures.
 9. **Follow all DFPA policies and procedures** related to child safety, discipline, supervision, communication, and social media.
 10. **Maintain appropriate boundaries** in all interactions with children, including in-person, online, or via digital communication.
 11. **Use age-appropriate and respectful language, music, and choreography.**
 12. **Encourage peer support and discourage bullying, isolation, or exclusion.**
 13. **Ensure that all performances, costumes, and routines are age-appropriate** and uphold DFPA's professional and child-safe standards.
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Unacceptable Behaviours

Staff, teachers, volunteers, and committee members must **never**:

1. **Ignore or disregard** any child safety concern, disclosure, or allegation.
2. **Engage in any form of child abuse, harm, or neglect**, including physical, emotional, sexual, or psychological abuse.
3. **Use physical punishment**, intimidating language, or degrading behaviour towards children.
4. **Develop personal or private relationships** with children or their families that could be seen as favouritism, exploitation, or grooming.

5. **Communicate privately** with children via social media, text message, or other online platforms unless it is strictly related to DFPA activities and transparent to management and parents.
 6. **Photograph or film children** without parental consent or outside of authorised DFPA activities.
 7. **Share, post, or tag images of children** on personal social media accounts.
 8. **Consume, possess, or be under the influence of drugs or alcohol** while working with or supervising children.
 9. **Enter change rooms or bathrooms** occupied by children unless absolutely necessary for supervision, safety, or assistance, and only with another adult present (where possible).
 10. **Condone or participate in bullying, discrimination, or exclusion.**
 11. **Share confidential information** about a child or family except where required to ensure the child's safety or by law.
 12. **Provide gifts, transport, or special treatment** to individual children unless approved by management and transparent to families.
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Online and Social Media Conduct

- DFPA staff and volunteers must maintain **professional digital boundaries** with all students.
 - Online communication with children should be **transparent, necessary**, and preferably directed through parents or guardians.
 - DFPA's official social media accounts may share images or videos of students **only with prior parental consent**.
 - All digital material must portray children in a **respectful, safe, and positive manner**.
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Duty to Report

If you **observe, suspect, or receive a disclosure** of child abuse or harm:

- **Act immediately** to ensure the child is safe.
- **Report** to the **Child Safety Person, Principal, or Vice Principal** as soon as possible.
- If a child is in **immediate danger**, call **000**.
- Record the concern using the **DFPA Injury or Incident Report Form** and maintain confidentiality.

DFPA will take all reports seriously and manage them in accordance with the **Child Safety and Wellbeing Policy** and **complaint handling policy**.

Responsibilities of the Management Committee

The Management Committee will:

- Model child-safe behaviour and enforce this Code across all operations.
- Support staff and volunteers in meeting their obligations under the Code.
- Respond to and manage breaches promptly and transparently.
- Conduct regular reviews and training to strengthen understanding of child-safe conduct.

Breach of the Code

Any breach of this Code of Conduct may result in disciplinary action, including:

- Verbal or written warning
- Restriction of duties or supervision
- Suspension or termination of employment or engagement
- Notification to relevant authorities, including **Victoria Police** or **Child Protection**

Acknowledgement

All staff, teachers, volunteers, contractors, and Management Committee members must:

- Read and understand this Code of Conduct and the Child Safety and Wellbeing Policy.
- Sign a declaration confirming their commitment to comply with both.