

**DON'T** Cultivate online and social media 'friendships' with children and young people (not your own) without: parental/guardian permission for communication; and parents/guardians/leaders being included on messaging lists. Any private messaging to a child or young person should be sent/returned during pre-approved times

**DON'T** Share or send sexually suggestive or explicit material to a child in any form such as email, text, movie or sound file

**DON'T** Use profane language near or around children

**DON'T** Take a child (not your own) to your home, or encourage private meetings outside of church activities, unless authorized to do so and suitable guidelines are in place

**DON'T** Take unauthorized photos or movies of a child on church property, or at church activities, without church authorization and the parental/guardian consent

**DON'T** Publish unauthorized photos or movies of a child, including online, without parental/guardian consent, nor post online unauthorized private information about a child that may identify them such as their: full name; age; email address; telephone number; residence; school; or details of a club or group they may attend

## WANT MORE INFORMATION?

### **Safe Place Services (Adventist Church)**

Australia 1800 220 468 or New Zealand 0800 442 458 or website [www.safeplaceservices.org.au](http://www.safeplaceservices.org.au)

**ACT—Office for Children, Youth & Family Support** 1300 556 729

**NSW—Community Services** 132 111

**NT—Department of Health & Families** 1800 700 250

**NZ—Child, Youth & Families (CYFs New Zealand)** 0508 326 459

**QLD—Department of Child Safety** 1800 811 810 (for details of nearest Local Office) or 1800 177 135 (after hours)

**SA—Families SA** Child Abuse Report Line 131 478

**TAS—Department of Health & Human Services** Child Protection Intake 1300 737 639

**VIC—Department of Human Services** 1300 650 172 or 131 278 after hours

**WA—Department of Child Protection** 08 9222 2555 during office hours; Perth after hours 08 9325 1111; Regional after hours 1800 199 008



**Local Conference Safe Place Coordinator:**



## Child-Safe Code of Conduct



**Local Seventh-day Adventist Churches  
of Australia and New Zealand**

## WHAT IS A CODE OF CONDUCT?

A code of conduct is a list of behaviors that are encouraged and expected and a list of behavior that is not condoned. It is expected that all adults in the congregation follow the code in all their interaction with children and young people. The code of conduct is renewed periodically.

## WHY DO WE NEED A CODE?

There are many benefits such as:

1. It makes it clear to adults what is expected, when people often have different points of view.
2. It makes it clear when someone's conduct 'crosses a line' which may lead to inappropriate behavior, before the conduct gets too serious.
3. It makes it clearer to children when someone isn't behaving in an appropriate manner, thereby reducing confusion.
4. It helps hold volunteers and staff accountable.
5. It helps protect adults from being misunderstood and false allegations being made.

## WHAT HAPPENS IF SOMEONE DOES NOT FOLLOW THE CODE?

It is everyone's business to monitor compliance. A minor breach of the code may be brought to a person's attention for their learning. Minor breaches may be done innocently and in ignorance. Persistent serious breaches will be reported to the Church's Safe Place Coordinator. A person may be asked to sign a Safety Agreement as a condition of continued attendance at Church or children's events.

## OUR CHILD-SAFE CODE OF CONDUCT

### DO ...

DO Reflect the ethos of the Adventist Church

DO Behave as a positive role model to children and youth

DO Greet with a handshake, or ask before giving a hug, in situations where it is appropriate to do so

DO Treat all children with respect without showing favoritism

DO Use positive and affirming language toward children and young people

DO Intervene when children or young people are engaging in inappropriate bullying behaviour towards others or acting in a humiliating or vilifying way

DO Help provide an open, family-friendly environment for children to worship, interact, and socialize in where children have a voice in an age appropriate way

DO Alert someone if a breach of this code is seen

DO Report suspicions of child abuse or neglect to the Safe Place Leader or another trusted leader such as the pastor

DO Seek advice about suspicions and disclosures of child abuse or neglect by contacting the Child Protection Service in your area (see list back page)

### DO NOT ...

DON'T Engage in inappropriately rough physical play with a child or young person (not your own)

DON'T Use physical means to control or discipline a child (not your own), other than reasonable restraint such as by holding a child to mitigate injury

DON'T Hold, kiss, cuddle, or touch a child (not your own) in an age/culturally inappropriate manner OR in a manner considered inappropriate by reason of the nature of the program/activity/occasion, except for appropriate touch (e.g. to comfort distress)

DON'T Assist children (not your own) do things of a personal nature that they can do for themselves

DON'T Spend time alone or remain in a confined or secluded space with a child or young person (not your own) on Church property or other venues.

DON'T Make sexually suggestive comments to a child or young person

DON'T Make offensive or inappropriate comments to a child/ren regarding their appearance, abilities, or sexuality

DON'T Give personal gifts or favors that target a particular child (not your own)