



Child Safe Standards Code of Conduct

Warrandyte Historical Society

Purpose

The Warrandyte Historical Society is committed to providing a safe, respectful, and welcoming environment for all children and young people who engage with our organisation. This Child Safe Standards Code of Conduct outlines the expectations and responsibilities of all volunteers, members, employees, and contractors in ensuring the safety and wellbeing of children.

Scope

This Code of Conduct applies to all individuals involved in activities, events, and programs conducted by the Warrandyte Historical Society, including but not limited to staff, volunteers, members, contractors, and visitors.

Principles

- All children have a right to feel safe, valued, and respected.
- Child safety is everyone's responsibility.
- Children's voices, concerns, and feedback must be listened to and acted upon.
- Diversity is respected, including the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and LGBTQIA+ children.

Expected Behaviours

- Act respectfully, honestly, and with integrity towards children, young people, and their families.
- Listen to and value children's opinions and concerns.
- Promote the cultural safety, participation, and empowerment of all children.
- Use appropriate language and behaviour at all times.

- Maintain appropriate physical boundaries; never initiate unnecessary physical contact.
- Ensure children are always supervised during society activities.
- Report any observed or suspected child abuse, neglect, or safety concerns to the designated Child Safety Officer or relevant authorities.
- Respect confidentiality and privacy of children and families, sharing information only as required to protect a child or as legally mandated.
- Comply with all relevant legislation, policies, and procedures relating to child safety.

Unacceptable Behaviours

- Engaging in any form of child abuse, including physical, emotional, psychological, sexual abuse, or neglect.
- Using inappropriate, offensive, or discriminatory language or behaviour with or around children.
- Developing relationships with children that could be seen as favouritism or grooming.
- Unlawfully discriminating against or harassing children, families, or other members.
- Failing to report any concerns about child safety or breaches of this code.
- Photographing, filming, or sharing images of children without written parental or guardian consent.
- Inviting children to your home or providing personal contact details without organisational approval.
- Ignoring or trivialising allegations or concerns regarding child safety.

Reporting and Responding

If you witness or have reasonable grounds to suspect child abuse, neglect, or any breach of this Code of Conduct, you must report it immediately to the Warrandyte Historical Society's Child Safety Officer, who is the current President.

If a child is in immediate danger, contact emergency services (000) without delay.

When there is a reasonable belief that an adult has committed neglect, mistreatment, an assault **or** a sexual offence against a child or young person under 18, the WHS nominated Child Safety Officer must report to:

Victoria Police if there is an emergency, immediate risk of harm, physical or sexual abuse. Phone 000

Where there is no indication of immediate risk of harm to the child but there is a reasonable concern for the child, the following agencies Child Protection must be contacted:

Child Protection (Department of Families, Fairness and Housing):

- North Division Intake (including North-Eastern Melbourne):
1300 664 977 (business hours)
- After hours (statewide): 13 12 78

Review and Communication

This Code of Conduct was endorsed by the WHS on 17th December 2025, and will be reviewed in December 2026 or earlier if legislative or other improvements are required in the meantime.

This Code of Conduct will be reviewed annually and communicated to all members, volunteers, and staff. Training on child safe standards will be provided as part of induction and ongoing development.

Acknowledgement

All individuals acting on behalf of the Warrandyte Historical Society are required to read, understand, and comply with this Child Safe Standards Code of Conduct. By signing below, you acknowledge your commitment to upholding the safety and wellbeing of children within our community.