



Kehillat David Hamelech (Kedem Inc)

SAFEGUARDING CHILDREN CODE OF CONDUCT

It is the responsibility of all Kedem members to be aware of and behave in accordance with this Safeguarding Children Code of Conduct. Any potential child safety related criminal behaviours observed in the context of Kedem activities will be reported to police and other relevant authorities. Other breaches of the Safeguarding Children Code of Conduct or non-adherence to the Code of Conduct may incur other sanctions, for example warnings or cessation of membership. Any criminal behaviour will be reported.

Child safety is everyone's responsibility, and at Kedem all adults share in that responsibility. All adults associated with Kedem (including the Board, committee members, staff, general members, teachers, and mentors) are expected to always act in ways to ensure children and young people are safe and free from abuse.

This means that all adults associated with Kedem have a responsibility to:

- Always act respectfully toward children and young people
- Observe guidelines for age-appropriate touch (e.g., minimise physical contact outside of an initial greeting or farewell, for older children preference for handshakes or high fives over hugs).
- Be aware that their behaviour is a model to others of what is acceptable at Kedem.
- Respect the privacy of children and young people, including in all areas of personal care. Any requests to support a child with personal care must be checked with a parent/guardian. This is equally important for children with a disability.
- Immediately raise any concerns, issues and problems about a child's wellbeing and safety, or any allegations of abuse, with the Designated Person. If the Designated Person is not available, the President or the Board Member with responsibility for oversight of Kedem's Safeguarding Children response should be contacted. Contact details for these roles are listed on the Kedem website (www.kedem.com.au);
- Be familiar with and uphold the principles of the Kedem Safeguarding Children Policy, which is accessible on the Kedem website (www.kedem.com.au) Kedem is required to and will report any suspected criminal behaviour to the Police.

When involved with Kedem related activities, adults associated with Kedem must not:

- develop inappropriate relationships with children or young people, including relationships that show favouritism.
- display violent or inappropriate behaviour towards a child or young person.
- initiate unnecessary physical contact with children and young people or exhibit behaviours with children and young people which may be construed as inappropriate

- put children and young people at risk of abuse (for example, by allowing unnecessary one-adult/one-child encounters to occur)
- conduct a sexual relationship with a child or young person or engage in any form of sexual contact with a child or young person
- engage in open discussions of a mature nature in the presence of children and young people
- use inappropriate, offensive, harassing, abusive, sexually provocative, demeaning, culturally inappropriate or discriminatory language when speaking with, or in the presence of, a child or young person
- discriminate against any child or young person, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity, or disability
- use any computer, mobile phone, or video and digital camera to exploit or harass children and young people or expose them to offensive or sexualised content.
- exchange personal contact details with a child or young person such as phone number, social networking sites or email address (unless necessary for carrying out Kedem sanctioned activities). These details will be provided by liaison with the designated Kedem representative.
- engage in any form of grooming behaviour (actions undertaken with the aim of befriending and establishing an emotional connection with a child, to lower the child's inhibitions with an intent to sexually abuse the child. Grooming may also involve befriending and gaining the loyalty and the trust of the child's (victim's) family).
- Condone inappropriate or unwanted peer to peer relationships, including for example, sexual harassment, sexualised bullying, sexting, unwanted kissing and sexual touching, sexual pressure and coercion and sexual assault, including rape.

Guidelines for Appropriate Physical Contact and behaviour

Kedem does not seek to ban physical contact between children and adults. At all times physical contact must be appropriate to the child and within context. Further details regarding appropriate physical contact and behaviour and guidelines can be found in Appendix Three of the Safeguarding Children Policy Document.

A. People in Leadership Roles

The Kedem Safeguarding Children Code of Conduct sets out additional responsibilities for leadership roles within the community, including the Board, paid staff (including but not limited to B'nei mitzvah tutors and people contracted to deliver activities and events involving child contact). It should be read in conjunction with the Kedem Safeguarding Children Policy Document.

In addition to expectations of all Kedem members, all people in Kedem leadership roles must:

- Proactively identify and minimise risk to child safety associated with existing or proposed Kedem activities (e.g., through regular training, review of the relevant policies), Undertake a criminal record check and maintain a valid working with children check (WWCC) promote a culture where the voices of children and young people are heard by the Kedem leadership.

- promote the cultural safety, participation, and empowerment of Aboriginal and Torres Strait Islander children (for example, by never questioning an Aboriginal and Torres Strait Islander child's self-identification).
- promote the cultural safety, participation, and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having zero tolerance of discrimination).
- promoting the safety, participation, and empowerment of children with a disability (for example, during personal care activities).
- Ensure that there are always specific (and filled) roles (Designated Person and Board Member portfolio with responsibilities to oversight the child safety response). These roles respond to any verbal notification of an allegation in writing, confirming the verbal report received, noting the identity of the reporter, details of the report and the next steps to be taken.
- Report, record and act upon all allegations or suspicions of abuse in a confidential manner in accordance with the obligations set out in this Policy and by law.

Employed staff must only communicate with students via email using Kedem email accounts.

B. Appropriate Conduct and Behaviour in specific situations in relation to photography, teaching and tutoring, on-line teaching and interacting and gift giving.

There are certain situations that carry higher levels of risk due, for example, to the nature of the contact or to the privacy of the contact. This include (but are not limited to) photography, teaching and tutoring, on-line teaching and interacting and gift giving. Kedem members must be diligent in following child safety guidance in such situations.

Further details can be found in Appendix 3 of the Safeguarding Children Policy Document.

C. Integrating Code of Conduct

All Kedem contract staff, the Board of Management, and children delivering child related services must read this Code of Conduct and either sign a copy or provide electronic confirmation of having read it.

All Kedem members are informed of the Safeguarding Children Policy and Code of Conduct and provided a copy of them upon applying for membership of Kedem. A link to the Safeguarding Children Policy and Code of Conduct is provided at membership renewal.

This Code of Conduct will be made available through the Kedem website.

Training sessions will be provided to Kedem Board, staff members and individuals involved in providing child relating work in relation to understanding, recognising, and responding to abuse and neglect and understanding the Policy and Code of Conduct. This contributes to embedding and promoting a culture of child safety within all aspects of the Kedem community.