

# Child Protection Code of Conduct

**Carlile Swimming is committed to providing an open, welcoming environment that is as safe as possible for all children participating in our programs or visiting our swim schools.**

## **Codes**

This code of conduct details the type of behaviour we require everyone working in our organisation to follow. This will help us to enhance the safety of children who participate in our programs, promote good practices and reduce the likelihood of false allegations.

Everyone participating in Carlile Swimming's programs, including teachers, trainees, supervisors and visitors, must adhere to the following codes of behaviour.

- Treat all children with respect and dignity
- Be sensitive to cultural differences
- Pay equal attention to all children in your classes
- Always put the care, welfare and safety needs of a child first
- Remember to be a positive role model to children
- Give enthusiastic, positive and constructive feedback rather than negative criticism
- Set clear boundaries about appropriate behaviour in your class
- Always have another adult present when conducting one on one coaching with a child
- Ensure you are never alone with a child
- Handle children gently when making correction or manipulating. Don't make any unnecessary contact. Only move their body within a comfortable range of motion (don't force a movement)
- Tell children what you are going to do, before you do it
- If you have to accompany a child to the bathroom because their parent is not present, always ensure that there is another adult present
- Do not do things of a personal nature for a child that they could do themselves, such as changing their clothes
- Never allow or engage in any form of inappropriate touching, especially around the breasts, buttocks or genitals
- Never initiate hugs or kisses with a child
- Never make sexually suggestive comments in the workplace, even in fun
- Never discuss matters of a sexual nature with a child
- Never swear in the presence of a child or tolerate bad language from others
- Do not develop special relationships with children that could be seen as favouritism
- Never force a child into the water, under the water or restrict a child from lifting their head out of the water (no hands on the top of the head when assisting with breathing)
- Never smack or hit a child or allow any child in your class to engage in such behaviour
- Do not yell at a child
- Record and act upon complaints of abuse
- Report immediately (to the Child Safety Contact) any suspicion that a child could be at risk of harm or abuse
- Never allow an allegation by a child to go unrecorded or not acted upon :

***I accept this code of conduct and agree to abide by it.***