

CHAMBER MADE

CHILD SAFETY | CODE OF CONDUCT

All children working on or attending, as audience members, shows by Chamber Made have a right to feel and be safe, respected, valued and protected from harm. Children should be made aware of and feel confident in their rights and responsibilities. Chamber Made's Child Safety | Code of Conduct adheres to the Child Employment Act (2003) and Victoria's Mandatory code of Practice for the Employment of Children in Entertainment (2014).

Chamber Made is strongly committed to the safety and wellbeing of all children visiting and working with us and to creating and maintaining a child safe environment. The welfare of children entrusted to our care is a top priority and we have zero tolerance for child abuse. ^[1]_[SEP]

Chamber Made will take all necessary steps to prevent and protect children from physical, sexual, emotional, psychological, and cultural abuse and neglect. ^[1]_[SEP]

This Code of Conduct applies to all people who may work with children at any time at Chamber Made including:

- employees ^[1]_[SEP]
- volunteers ^[1]_[SEP]
- contractors and subcontractors
- board members
- work experience students/interns/secondments ^[1]_[SEP]
- any other individual working in the organisation that may deal with children ^[1]_[SEP]

Chamber Made employees are responsible for promoting the safety and well-being of children, and the following principles should guide behaviour undertaking work connected with children:

- adhere to our Child Safe Policy, which can be found in our People and Culture Policy
- take all reasonable steps to protect children from the risk of abuse
- treat all children with dignity, equality and respect
- listen to and value the ideas and opinions of children
- act as a positive role model in their conduct with children
- develop positive relationships with children and parents based on mutual trust and open communication
- be professional in your actions through your use of language, presentation and manner
- respect the privacy of children, parents and employees, and only disclose information to people who have a need to know
- beware of risks with communication and behaviour between adult team members and children (including online and mobile)
- be aware of risks with communication and behaviour between children (including online and mobile) ^[1]_[SEP]
- promptly report any breaches of these standards of behaviour to Chamber Made's Artistic Director or Executive Producer ^[1]_[SEP]
- aim to ensure children understand they are valued members of the production, program or audience experience ^[1]_[SEP]
- acknowledge the uniqueness and potential of all children, in recognition that enjoying their childhood without undue pressure is important ^[1]_[SEP]
- if by chance any children are found unsupervised, direct and accompany children to their supervisor or relevant management immediately. ^[1]_[SEP]
- report any allegations of child abuse and/or any child safety concerns (including concerns regarding the suitability of other employees for child related work) to Chamber Made's Artistic Director or Executive Producer ^[1]_[SEP]
- if an allegation of child abuse is made, ensure as quickly as possible that the child or children in question are safe

Chamber Made employees and volunteers must not:

- be alone with a child unless there is line of sight to other adults or the employee has been engaged specifically as a child supervisor

- discriminate against any child or young person because of age, gender (including transgender status), cultural background, religion, disability, vulnerability or sexuality ^[1]_[SEP]
- engage in behaviour that is intended to shame, humiliate, oppress, belittle or degrade children
- engage in any activity with a child that is likely to physically or emotionally harm them ^[1]_[SEP]
- photograph or video a child without the informed consent of the child's parents ^[1]_[SEP]
- publish any video or image of a child (including on social media) without the informed consent of the child's parents ^[1]_[SEP]
- work with children while under the influence of alcohol or illicit drugs ^[1]_[SEP]
- ignore or disregard any concerns, suspicions, or disclosures of child abuse (refer to Attachment B for guidance on recognising the signs of child abuse) ^[1]_[SEP]
- show overly familiar physical affection towards children or any unnecessary physical contact with children ^[1]_[SEP]
- marginalise or exclude specific children ^[1]_[SEP]
- show favouritism towards specific children such as the offering of gifts, special thanks, special treatment or inappropriate attention ^[1]_[SEP]
- subject children to any form of physical punishment, social isolation, immobilisation or any other conduct likely to humiliate or frighten children ^[1]_[SEP]
- enter children's dressing rooms (unless they are a designated supervisor, or approved to do so by Chamber Made's Artistic Director) ^[1]_[SEP]
- allow children to enter an adult's dressing room or crew areas, unless accompanied by their supervisor and approval has been granted by those in the dressing room ^[1]_[SEP]
- close doors in rooms where children are present, unless children need privacy to dress ^[1]_[SEP]
- allow children to dress or undress with others around (dressing should take place in private) ^[1]_[SEP]
- do things of a personal nature for children that they are able to do for themselves, such as going to the toilet or dressing ^[1]_[SEP]
- take photos of children without explicit permission from both relevant management and a parent/s ^[1]_[SEP]
- gossip in the presence of children ^[1]_[SEP]
- distress a child for the purpose of eliciting a dramatic reaction ^[1]_[SEP]
- develop any 'special' relationships with children outside of the professional relationship or arrange contact with children outside of work obligations ^[1]_[SEP]
- have unauthorised contact with children online or by phone ^[1]_[SEP]

ATTACHMENT A: WHAT IS CHILD ABUSE?

Physical violence

Physical violence occurs when a child suffers or is likely to suffer significant harm from a non-accidental injury or injuries inflicted by another person. Physical violence can be inflicted in many ways, including beating, shaking, burning or use of weapons (such as, belts and paddles).

Sexual offences

Sexual offences occur when a person involves the child in sexual activity, or deliberately puts the child in the presence of sexual behaviours that are exploitative or inappropriate to their age and development. Child sexual abuse can involve a range of sexual activity including fondling, masturbation, penetration, voyeurism and exhibitionism. It can also include exposure to or exploitation through pornography or prostitution, as well as grooming behaviour. Grooming refers to a person over 18 years communicating (including online or via mobile) with a child or with a person who supervises or has authority for a child with the intention to create a situation that enables them to abuse a child.

Sexual misconduct

'Sexual misconduct' captures a broader range of inappropriate behaviours of a sexual nature that are not necessarily criminal. Examples of sexual misconduct include:

- developing an intimate relationship with a child, for example, through regular contact with the child without the knowledge or approval of the organisation's management; ^[1]_[SEP]
- inappropriately discussing sex and sexuality with a child; and ^[1]_[SEP]
- other overtly sexual acts that could lead an organisation to take disciplinary or other ^[1]_[SEP]action ^[1]_[SEP]

Serious emotional or psychological abuse ^[1]_[SEP]

Serious emotional or psychological abuse occurs when harm is inflicted on a child through repeated rejection, isolation, or by threats or violence. It can include derogatory name-calling and put-downs, or persistent and deliberate coldness from a person, to the extent where the behaviour of the child is disturbed or their emotional development is at serious risk of being impaired. Serious emotional or psychological abuse could also result from conduct that exploits a child without necessarily being criminal, such as encouraging a child to engage in inappropriate or risky behaviours. ^[1]_[SEP]

Serious neglect ^[1]_[SEP]

Serious neglect is the continued failure to provide a child with the basic necessities of life, such as food, clothing, shelter, hygiene, medical attention or adequate supervision, to the extent that the child's health, safety and/or development is, or is likely to be, jeopardised. Serious neglect can also occur if an adult fails to adequately ensure the safety of a child where the child is exposed to extremely dangerous or life threatening situations. There are a number of different types of neglect including supervisory, physical, educational and emotional neglect. Examples of each type of neglect and guidance to help organisations identify significant neglect are available on the CCYP website. ^[1]_[SEP]

Sources: Victorian Department of Health and Human Services (October 2018), *An overview of the Victorian child safe standards* and Commission for Children and Young People Information Sheet 2 *What is reportable conduct under the Reportable Conduct Scheme?* (Last update 22 December 2021).

IF YOU BELIEVE A CHILD IS AT IMMEDIATE RISK OF ABUSE PHONE 000

ATTACHMENT B: RECOGNISING THE SIGNS OF CHILD ABUSE

Type of Abuse	Possible Indicators	
	Physical	Behavioural
Physical violence	Unexplained bruises and/or fractured bones	<ul style="list-style-type: none"> Showing wariness or distrust of adults Wearing long sleeved clothes on hot days (to hide bruising or other injury) Fear of specific people Unexplained absences Academic problems
Sexual offences	Presence of sexually transmitted diseases Pregnancy Vaginal or anal bleeding or discharge	<ul style="list-style-type: none"> Displaying sexual behaviour or knowledge that is unusual for the child's age Difficulty sleeping Being withdrawn Complaining of headaches or stomach pains Fear of specific people Showing wariness or distrust of adults Displaying aggressive behaviour
Emotional or psychological abuse	Delays in emotional, mental, or even physical development Physical signs of self-harming	<ul style="list-style-type: none"> Exhibiting low self-esteem Exhibiting high anxiety Displaying aggressive or demanding behaviour Being withdrawn, passive and/or tearful Self-harming
Serious neglect	Frequent hunger Malnutrition Poor hygiene Inappropriate clothing	<ul style="list-style-type: none"> Stealing food Staying at school outside of school hours Aggressive behaviour Misusing alcohol or drugs Academic issues

Source: Victorian Department of Health and Human Services (October 2018), *An overview of the Victorian child safe standards*

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