



# HRV Child Safe Code of Conduct

LRC-PU-001  
(03 JUN 2020)

This Code of Conduct sets expectations for how staff, volunteers, and contractors at HRV should behave around children. All HRV staff, volunteers and contractors must always follow these standards of behaviour, including when at the office, race events, tracks, and when engaging with children and their families at all times.

## As a representative of HRV:

### I WILL

- Take all reasonable steps to protect children from abuse;
- Take disclosures of harm or abuse made by children seriously;
- Raise concerns with management if risks to child safety are identified;
- Treat all children and their families with respect, regardless of race, sex, gender identity, sexual orientation, language, religion, political or other opinion, nationality, cultural background, financial situation, disability, or other characteristics;
- Create an environment that promotes and enables children's participation and is welcoming, culturally safe, and inclusive for all children and their families;
- Treat everyone with respect, including listening to and valuing ideas and opinions;
- Support children to express their identity and culture and enjoy their cultural rights;
- Take action to support and respond to children who are experiencing vulnerability or showing signs of increased vulnerability;
- Take action to uphold equity for all children and promote children's safety and prevent child abuse and harm;
- Promote friendships and encourage children to support their peers;
- Listen to children, and respond if they feel unsafe;
- Report and act on breaches of this Code of Conduct, complaints, concerns, or incidents of racism;
- Respect the privacy of children and their families, and only disclose information as outlined in Child Safety and Wellbeing procedure.

### I WILL NOT

- Condone or participate in illegal, unsafe, abusive, or harmful behaviour towards children – including physical violence, sexual abuse, emotional or psychological abuse, grooming, neglect, or sexual misconduct;
- Ignore or disregard any concerns, suspicions or disclosures of child abuse or harm;
- Engage in racist behaviour;
- Discriminate any child or their family members;
- Touch children in a way that is unnecessary or unsuitable;
- Be alone with a child unnecessarily;
- Arrange personal contact, including online contact, with children for purposes outside the role assigned to me by HRV;
- Deliberately prevent a child from forming friendships;
- Use inappropriate language in the presence of children, or show or provide children with access to



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inappropriate images or material;

- Work with children while under the influence of alcohol or prohibited drugs;
- Disclose personal or sensitive information about a child, including images of a child;
- Take photo, or video, of children except that which is permitted by HRV with parental/carer consent;
- Develop 'special' relationships with children or show favouritism through the provision of gifts or unnecessary or unsuitable attention.

**If I suspect this Code of Conduct has been breached by another person in HRV:**

## **I WILL:**

- Act to prioritise the best interest of the child / children (As outlined in Child safety and wellbeing procedure and Child Safe Complaints Handling Procedure);
- Report to HRV's Child Safe Office via [childsafefoffice@hrv.org.au](mailto:childsafefoffice@hrv.org.au);

HRV Child Safety and Wellbeing Procedure and Child Safe Complaints Handling Procedure provides more information about HRV's reporting obligations to external authorities as well as describing protections and confidentiality provisions for anyone making a report. These documents are available as a link on [thetrots.com.au](http://thetrots.com.au).

By reading this code, I acknowledge my responsibility as a HRV Representative to abide by this code of conduct. I understand that breaching this Code of Conduct may lead to disciplinary action or termination of my employment with HRV.