

## **AVI Child Protection Code of Conduct for Working or Contact with Children**

**This Child Protection Code of Conduct applies to all AVI employees (Australia and overseas), volunteers, contractors, AVI board members and all other associates of AVI for the duration of their employment or affiliation with AVI.**

AVI expects that all AVI employees and people engaged with organisations, programs and activities will abide by the Code of Conduct in their interactions with children<sup>1</sup>

**I agree:**

1. to treat children with respect, regardless of race, colour, gender, language, religion, political or other opinion, national, ethnic or social origin, status, disability, or other status or identity
2. not to use language or behaviour towards children that is abusive, including but not exclusive of language or behaviour that is harassing, sexually provocative, shaming, demeaning or culturally inappropriate
3. not to engage a child in any form of sexual intercourse or sexual activity, including paying for sexual services or acts, irrespective of the age of majority/consent or local custom. Mistaken understanding of the age of a child is not a defence
4. wherever possible, to ensure that another adult is present when working with children or in contact with children
5. not to invite unaccompanied children into my home or place of residence, unless they are at immediate risk of injury or in physical danger
6. not to rest or sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible (noting that this does not apply to an individual's own children)
7. to use all computers, mobile phones, video cameras, cameras or other technology appropriately and in accordance with AVI Policy, and never exploit or harass children, or access or disseminate child exploitative material through any medium, including social media
8. not to use physical punishment or humiliating punishment on children, or threaten to do so
9. not to hire children for domestic or other labour: which is inappropriate given their age or developmental stage; which interferes with their time available for education and recreational activities; or which places them at significant risk of injury
10. not to offer private transportation to children, unless a child is at risk of injury or in physical danger
11. not to provide children with alcohol or illegal drugs, or to facilitate their capacity to come into possession of such substances or to expose children to the use, supply or trade of such substances
12. not show favouritism to one child at the exclusion of others through the provision of gifts
13. not seek to make contact with or spend time with children outside of what is required for the completion of work-related duties
14. not to visit children's orphanages or residential care facilities, unless the visit is directly related to work, and with my supervisor's permission

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<sup>1</sup> Children are defined as being less than 18 years of age.

15. to comply with all relevant Australian and local legislation, including labour laws in relation to child labour
16. to immediately report to AVI any concerns, suspicions, disclosures or allegations of child exploitation, abuse, harm, or breach of the Child Protection Policy and Code of Conduct
17. to seek the support of AVI in any matter where mandatory reporting is required by Australian or international legislation
18. to immediately disclose all charges, convictions and other outcomes of an offence that relates to child exploitation and abuse, including those under traditional law, which occurred before or occurs during my association with AVI
19. to be aware of my behaviour and avoid actions or behaviours that could be perceived by others as child exploitation and abuse

Note: these behaviours are not intended to interfere with normal family interactions

**When capturing, producing and publishing any forms of child-related media, including photographs, videos, and audio recordings, I will:**

- take care to ensure local traditions or restrictions for reproducing personal images are adhered to before photographing, recording, or filming a child
- obtain informed consent from the child<sup>2</sup> and parent or guardian of the child before photographing, recording or filming a child, and keep a record of the consent with the published image/content
- provide an explanation of how the photograph, recording, or film will be used to the child and their parent or guardian
- not offer or give remuneration or in-kind gifts for photographing, recording, or filming a child
- ensure photographs, films, videos, including those in social media posts, present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Ensure that children are adequately clothed and not in poses that could be seen as sexually suggestive
- ensure images are honest representations of the context and the facts
- ensure file labels, meta data or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images in any form

I, \_\_\_\_\_, acknowledge that I have read and understood the AVI Child Protection Code of Conduct. I understand that any breach of the Code may result in the termination of my employment or assignment according to AVI's disciplinary procedures or dismissal/removal from any program (s) I am involved in with AVI and prosecution by the relevant authorities.

Signature: \_\_\_\_\_

Name in full: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>2</sup> Utilising a Consent to Use Images (Child) Form and engagement with the child, dependent on age/level of comprehension.