

## Code of Conduct Statement

We are committed to creating and maintaining an environment that promotes the safety of children. This includes encouraging a culture where the prevention and reporting of abuse is supported and encouraged. All parents are responsible for promoting the safety, wellbeing and the empowerment of children.

- Country Children's Early Learning is committed to a Code of Professional Conduct, upholding ethical principles and professional standards that guide decision making and practice at the service
- Country Children's Early Learning will uphold the highest standards in ethical conduct in accordance with the ECA Code of Ethics, The United Nations Rights on the Convention of the Child, the Child Safe Standards and the Services Philosophy and Policies
- Ethical conduct guides the behaviour and decisions within the service and is underpinned by respect for, and the valuing of children, families, staff and the extended service community
- Families recognise that educating children is a process that involves partnership between parents, service staff and the local community
- As a partnership, families understand the importance of good working relationships to equip children with the necessary skills for adulthood

## I Will:

- At all times act with integrity, respect, selflessness, objectivity, openness and honesty
- Understand the need for families and staff to work together for the benefit of their children
- Share information about my child and family with the service so they can best meet my needs
- Use courteous and acceptable language and behaviour while at the service
- Ensure communication with staff is respectful and professional at all times across all communication means including text, email, phone calls and face to face
- Demonstrate that all members of the service should be treated with respect and therefore set a good example in my own language and behaviour
- Recognise and respect personal differences
- Work with staff in a cooperative and collaborative manner
- Use the service's communication process to address concerns
- Discuss any concerns with the relevant staff member
- Work with service staff to resolve issues or concerns

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April 2023

**Policy Last Updated**  
April 2023

**Policy Review Date**  
April 2025

- Respect other people's privacy
- Work together with the service for the benefit of children and families enrolled at the service
- Behave and speak respectfully about other adults when addressing staff, other parents or children present within the service
- Celebrate diversity of culture, lifestyle and parenting choices, setting a great example by being encouraging and empowering towards others
- Value staff's efforts, skills and relationships with the children
- Treat all children, young people, staff and other families with respect
- Recognise, respect and understand the value and intrinsic worth of each child, family and colleague
- Develop constructive relationships to help prevent conflict and misunderstanding
- Ensure communication with children and other families at the service is respectful and professional
- Strive to build a safe, harmonious, equitable and non-discriminatory service, that engages respectfully and collaboratively with all that attend
- Work with the team to ensure that the needs of the child remain the paramount focus
- Respect the privacy of children, staff and other families by keeping all information about concerns confidential

**LINKS TO:**

- Education & Care Services National Law Section
- Education & Care Services National Regulations: 168(2)(i)(i)
- National Quality Standards/Elements: 2.1, 2.2, 4.1.1, 4.1.2, 4.2.2, 6.1, 6.2, 7.1
- Child Safe Standards: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

**I Will Not:**

- Exhibit disruptive behaviour which interferes with or threatens the operation of the service
- Use loud or offensive language or display a temper
- Approach someone else's child in order to discuss or chastise them because of the actions of this child towards their own child
- Smoke or consume alcohol or other drugs on the services premises
- Vent personal grievances within the community or on social media
- Engage in idle or harmful gossip about children, staff or families
- Use hurtful, discriminatory or offensive behaviour or language with children, staff or families

**Parents, Guardians and Visitors who breach our Parent's Code of Conduct may result in their child's position at our service being cancelled.**

**LINKS TO OTHER POLICIES:**

- Child Protection
- Child-Safe Environment
- Staff Code of Conduct