



# CODE OF CONDUCT

**For Parents/Guardians, Volunteers, Students, Contractors, and Visitors**

I commit to contributing to a positive, supportive and child safe environment at Apollo Parkways Preschool by:

- respecting the rights of the child as set out by the United Nations
- being inclusive of all culturally and linguistically diverse backgrounds and abilities
- contributing to a culture of child safety by taking all reasonable steps to protect children from abuse and all other policies
- maintaining a duty of care towards all children at the service
- having zero tolerance for any form of child abuse
- reporting any child safety concerns with the Nominated Supervisor or President of the Committee of Management
- having zero tolerance of any form of discrimination including: racism, sexism, or ableism and calling it out if it is seen
- being committed to the safety and wellbeing of each child at the service
- being committed to the safety and wellbeing of all staff at the service
- providing a safe and secure environment for all at the service
- providing an open, welcoming environment in which everyone's contribution is valued and respected
- being committed to communicating openly and honestly
- being committed to continually learning how to be inclusive and respectful of cultural needs
- encouraging parents/guardians, volunteers, students and community members to support and participate in the program and activities of the service.

## **Relationships with children**

In my relationships with children, I commit to:

- being a positive role model at all times
- encouraging children to express themselves and their opinions
- allowing children to undertake experiences that develop self-reliance and self-esteem
- maintaining a safe environment for children
- speaking to children in an encouraging and positive manner
- giving each child positive guidance and encouraging appropriate behaviour
- regarding all children equally, and with respect and dignity
- having regard to each child's cultural values
- respecting individual difference including age, physical and intellectual development, and catering for the abilities of each child at the service.

## **Relationships with the approved provider, persons with management and control, nominated supervisor, staff and others**

In my relationships with the approved provider, nominated supervisor, staff, other parents/guardians, volunteers and visitors I commit to:

- reading and abiding by the *Code of Conduct policy*
- reading and adhering to the *Child Safe Environment and Wellbeing policy*
- developing relationships based on mutual respect
- working in partnership in a courteous, respectful and encouraging manner
- valuing the input of others
- sharing our expertise and knowledge in a considered manner
- respecting the rights of others as individuals
- giving encouraging and constructive feedback, and respecting the value of different professional approaches
- respecting the privacy of children and their families and only disclosing information to people who have a need to know as required under the *Privacy and Confidentiality policy*
- following the directions of staff at all times
- treating the early childhood environment with respect
- raising any concerns, including concerns about safety, as soon as possible with staff to ensure that they can be resolved
- raising any complaints or grievances in accordance with the *Compliments and Complaints Policy*.



## **CODE OF CONDUCT ACKNOWLEDGEMENT FOR PARENTS/GUARDIANS VOLUNTEERS, STUDENTS, CONTRACTORS AND VISITORS**

I hereby acknowledge that on \_\_\_\_\_, I received a copy of the *Code of Conduct* for Apollo Parkways Preschool and that I have read and understand its contents.

I understand that Apollo Parkways Pre-school has zero tolerance to any form of child abuse. I commit to abiding by the *Code of Conduct* and fulfilling my responsibilities as outlined whilst attending Apollo Parkways Preschool.

I agree to abide by the values, principles and practices set out within. I understand that a breach of the *Code of Conduct* may lead to limitations being placed on my attendance at the service and that any reportable offences committed will be acted upon immediately and reported to the authorities.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date

Thank you for your contribution to making Apollo Parkways Preschool an open, safe, welcoming and friendly environment.