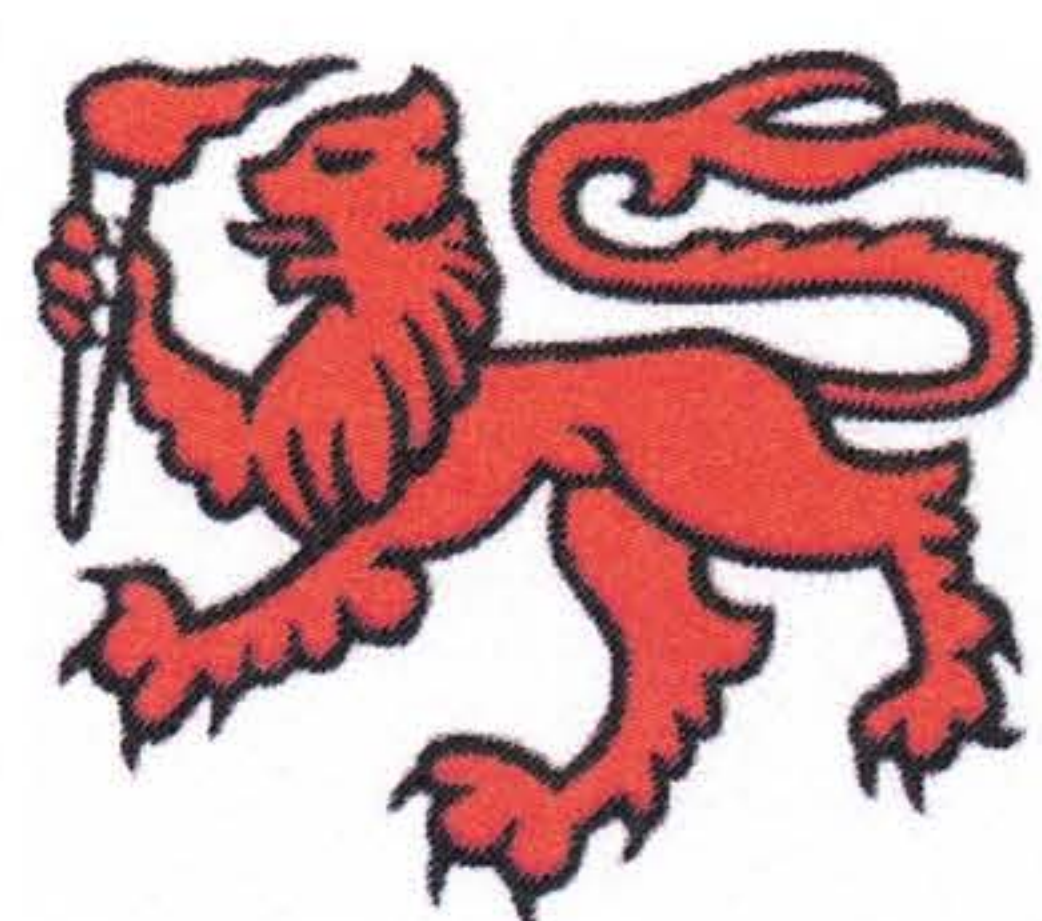




UNIVERSITY *of*
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Community
Music
Programme

Policy number	109	Version	001
Drafted by	Nick Reaburn and Vanessa Clark	Approved by board on	April 2025
Responsible person	Vanessa Clark	Scheduled review date	April 2026

POLICY AND CODE OF CONDUCT FOR PARTICIPANTS WORKING WITH CHILDREN AND YOUNG PEOPLE

POLICY OBJECTIVE

This Child Safety Policy and Code of Conduct sets out UTAS Community Music Programme's (UTCMP) commitment to ensure it discharges the obligations and expectations contained in Standard 2 and Standard 3 as described on the attached list of Child and Youth Safe Standards (Appendix A).

1. CHILD PROTECTION POLICY

1.1. Introduction

UTCMP is committed to promoting and protecting the safety and wellbeing of all children. We have zero tolerance for child abuse. Everyone working at UTCMP is responsible for the care and protection of children and reporting information about child abuse. If any person believes a child is in immediate risk of abuse, telephone 000.

1.2. Purpose

The purpose of this Policy is to:

- a) prevent child abuse occurring within all UTCMP environments: Refer to Appendix B for behaviours that constitute child abuse;

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- b) work towards an organisational culture of child safety;
- c) ensure that all parties are aware of their responsibilities for identifying possible occasions for child abuse and for establishing controls and procedures for preventing such abuse and/or detecting such abuse when it occurs;
- d) provide guidance on action that should be taken where a person suspects any child abuse within all UTCMP Environments;
- e) provide a clear statement to employees, directors, volunteers and contractors forbidding any such abuse; and
- f) provide assurance that all suspected abuse will be reported and fully investigated.

For the purposes of this Policy:

“UTCMP Environments” mean any physical or virtual place made available or authorised by UTCMP’s governing authority for use by a child, including:

- a) campus of UTCMP;
- b) online UTCMP Environments (including social media, online meeting platforms, online learning platforms, email and intranet systems); and
- c) other locations provided by UTCMP for a child's use (including, without limitation, locations used for music camps, concert performances, excursions, and other events)

1.3. Scope

This policy has been developed to provide a framework for any person, whether Trustee, office bearer, musical director, instrument player, volunteer, or visitor involved with UTCMP.

(“Participant”)

1.4. Guiding principles

This Policy is based on the following principles:

- a) UTCMP has zero tolerance for child abuse;
- b) the best interests of the child are paramount;

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- c) child protection is a shared responsibility;
- d) all children have a right to feel safe and be safe when they play music, and have equal rights to protection from abuse;
- e) UTCMP will consider the opinions of members and use their opinions to develop child protection policies and procedures;
- f) UTCMP will consider the diversity of all children, including (but not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable, and make reasonable efforts to accommodate these matters;
- g) UTCMP is committed to the cultural safety of Aboriginal children, and those from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for members living with a disability; and
- h) everyone covered by the Policy must also comply with UTCMP's Child Protection Code of Conduct, which sets stringent standards for personal behaviour.

1.4. Recognising Child Abuse

Child abuse includes:

- a) any act committed against a child involving
 - (i) sexual offence; or
 - (ii) an offence under Tasmanian Legislation in relation to grooming.
- b) the infliction, on a child of;
 - (i) physical violence; or
 - (ii) serious emotional or psychological harm; and
- c) serious neglect of a child.

"Child" means any Participant of UTCMP under the age of 18 years unless otherwise stated under any legislation operative in Tasmania applicable to the Child.

1.5. Reporting Obligations

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Mandatory reporting obligations Under the Child and Youth Safe Organisations Tasmania Act, (2023) (“the Act”).

- a) UTCMP will comply with all obligations and procedures required under the Act relating to the reporting of any breach of this Policy and Code of Conduct, of which it becomes aware in an expeditious manner.
- b) UTCMP may, in appropriate circumstances, also make reports to the Police or any other authority which may have jurisdiction in relation to the activities carried out by UTCMP.

CHILD SAFETY CODE OF CONDUCT

All Participants at UTCMP are required to abide by the Child Safety Code of Conduct.

UTCMP recognises, respects and promotes its responsibilities to keep children safe from abuse, and commits to ensuring the safety of children as a priority.

UTCMP values diversity and will not tolerate child abuse or discriminatory practices.

The Child Safety Code of Conduct aims to protect children and reduce opportunities for child abuse or harm to occur. It is intended to complement UTCMP’s other related policies and procedures.

The Child Safety Code of Conduct applies to the broad range of situations where interaction with children and young people may occur in UTCMP activities.

Under the Trustees, management will:

- a) be responsible for the overall welfare and wellbeing of all Participants.
- b) be accountable for managing and maintaining a duty of care towards all Participants
- c) The Trustees may from time to time, nominate a child protection officer to provide information and support to all volunteers, children, young people and their carers regarding child protection matters.

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All people involved in the care of children on behalf of UTCMP will:

- a) work towards achieving the aims and purposes of the organisation
- b) be responsible for relevant administration of programs and activities in their area
- c) maintain a duty of care towards others involved in these programs and activities
- d) take all reasonable steps to protect children from abuse and harm
- e) establish and maintain a child-safe environment for children and young people during their activities
- f) be fair, considerate and honest in their dealings with others
- g) work with children in an open and transparent way
- h) treat children and young people with respect and value their ideas and opinions
- i) encourage children to participate in matters important to them
- j) act as positive role models in their conduct with children and young people and model appropriate adult behaviour
- k) listen to children and respond to their needs appropriately
- l) be professional in their actions
- m) maintain strict impartiality
- n) comply with specific organisational guidelines on physical contact with children.
- o) respect the privacy of children and their families, teachers and carers, and disclose information about them only to people who have a need to know
- p) operate within the policies and guidelines of UTCMP, and always including adhering to the Child Safe Policy
- q) report any allegations of child abuse
- r) contact the police if a child is at immediate risk of abuse (phone 000).

Participants shall work to prevent discrimination and actively promote the participation and inclusion of all children, recognising in particular:

- a) Aboriginal and Torres Strait Islander children and young people
- b) children from cultural and linguistically diverse backgrounds
- c) children with a disability

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- d) children who identify as lesbian, gay, bisexual or trans
- e) children who are intersex, non-binary or gender diverse
- f) children in and out of home care and the youth justice system.

Participants shall not:

- a) shame, humiliate, oppress, belittle or degrade children or young people
- b) unlawfully discriminate against any child or young person, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- c) seek to use children in any way to meet the needs of adults
- d) ignore or disregard any concerns, suspicions or disclosure of child abuse or harm
- e) engage in any activity with a child or young person that is likely to physically or emotionally harm them
- f) initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves, e.g. toileting or changing clothes
- g) be alone with a child or young person unnecessarily and for more than a very short time
- h) develop a “special” relationship with a specific child or young person for their own needs
- i) show favouritism through the provision of gifts or inappropriate attention
- j) arrange contact, including online contact, with children or young people outside of the organisation’s programs and activities
- k) have unauthorised contact with children and young people in person, online or by phone
- l) photograph or video a child or young person without the consent of the child and their parents or guardians
- m) work with children or young people while under the influence of alcohol or illegal drugs
- n) engage in open discussions of a mature or adult nature in the presence of children
- o) use inappropriate language or behaviour, including discriminatory or oppressive language or behaviour, in the presence of children
- p) do anything in contravention of the organisation’s policies, procedures or this Code of Conduct.

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CONSEQUENCES OF BREACHING THE CHILD SAFETY CODE OF CONDUCT

A breach of the Child Safety Code of Conduct by a UTCMP Participant may result in;

- a) any action required pursuant to the Act;
- b) Such disciplinary action being taken against them as the Trustees deem appropriate, including cessation of engagement with the organisation.
- c) In addition to any such action that may be taken by the Trustees, matters that indicate potential criminal conduct may be reported to the police for investigation.
- d) The Trustees may, at their discretion, consult and work in concert with the Regulator in considering and determining any action that they may take.

AUTHORISATION BY UTCMP TRUSTEES

Nicholas R. Reaburn
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NICHOLAS RICHARD REABURN
Print Name.....

Trustee

9th April 2025
V. Clark
.....

Vanessa Clark
Print Name.....

Trustee

9th April 2025
[Signature]
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Modlene Postums
Print Name.....

Trustee

9th April 2025

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APPENDIX A:

The Child and Youth Safe Standards – Tasmanian Government 2023

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The Child and Youth Safe Standards

The Universal Principle: Applies across all 10 Child and Youth Safe Standards.

This means: Organisations must provide an environment that ensures the right to Cultural Safety of Aboriginal or Torres Strait Islander children is respected.



Standard 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture.

This means: All people in the organisation care about children and young people's safety and wellbeing above everything else, and make sure they act that way and lead others to act that way.



Standard 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

This means: Children and young people are told about their human rights, have a say in decisions and are taken seriously.



Standard 3: Families and communities are informed and involved in promoting child safety and wellbeing.

This means: Families, carers, and communities know about and are involved in the organisation's child safety and wellbeing activities.



Standard 4: Equity is upheld and diverse needs respected in policy and practice.

This means: The rights of every child and young person are being met, and children and young people are treated with dignity, respect and fairness.



Standard 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

This means: People working with children and young people are safe to work with them, and are respectful of them. They are taught how to keep children safe and well.



Standard 6: Processes to respond to complaints and concerns are child focused.

This means: Children, young people, families, carers, staff and volunteers are listened to and can share problems and concerns.



Standard 7: Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.

This means: Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.



Standard 8: Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

This means: Children and young people are safe in online and physical spaces.



Standard 9: Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.

This means: The organisation keeps reviewing and improving its child safety and wellbeing practices.



Standard 10: Policies and procedures document how the organisation is safe for children and young people.

This means: The organisation writes down how it keeps children and young people safe and well, and makes sure that everyone can see these documents.

Some of these definitions have been rephrased for simplicity. For the original versions, see Schedule 1 of the Child and Youth Safe Organisations Act 2022.



Want to find out more? Go to: justice.tas.gov.au/cysof

Department of Justice



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APPENDIX B:

Behaviours that Constitute Child Abuse

This Appendix lists unacceptable behaviours (misconduct) and concerning behaviours as they relate to the different forms of child abuse.

Examples of unacceptable behaviours:

General

- a) Condoning or participating in behaviour with a child that is illegal, unsafe or abusive
- b) Ignoring or disregarding any concerns, suspicions or disclosures of child abuse
- c) Exaggerating or trivialising child abuse issues
- d) Using hurtful, discriminatory or offensive behaviour or language with a child
- e) Failing to report information to police if they know, believe or reasonably ought to know that a child has been abused
- f) Trivialising the subject of child abuse, such as telling jokes that might make light of children being hurt
- g) Using unacceptable language or telling unacceptable stories or jokes in front of children

Physical Abuse

- a) Hitting, striking, punching, kicking or slapping a child
- b) Engaging in rough physical games
- c) Throwing items or using items to hurt a child
- d) Dragging or pushing a child
- e) Threatening to hurt a child through words or gestures, regardless of whether the person actually intends to apply force
- f) Using hostile force towards a child and/or a pattern of hostile or unreasonable and seriously inappropriate physical

Sexual Abuse

- a) Sexual touching of a child
- b) Sexual contact with a child
- c) Masturbating in front of a child or exposing genitals
- d) Possessing or creating child abuse material
- e) Sharing sexually explicit photos of a child

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- f) Exposing a child to pornography or other indecent material
- g) Giving a child gifts, food, money, attention or affection in exchange for sexual activities or images
- h) Not respecting the privacy of a child when they are using the bathroom or changing
- i) Communicating (including online) with a child about romantic, intimate or sexual feelings for a child
- j) Using a camera to record a child while they are dressing, bathing or using the bathroom
- k) Comments that express a desire to act in a sexual manner with a child
- l) Using sexual language or gestures in the presence of children
- m) Sexual comments, conversations or communications with a child

Emotional Abuse

- a) Teasing a child
- b) Yelling at a child
- c) Bullying a child
- d) Persistent criticism and discrediting of a child
- e) Persistent rejection of, or hostility towards a child
- f) Refusing to acknowledge a child's worth and the legitimacy of their needs
- g) Deliberately preventing a child from forming friendships
- h) Depriving a child of essential stimulation and responsiveness
- i) Encouraging a child to engage in destructive, antisocial behaviour
- j) Exposing a child to family violence
- k) Making a child feel worthless, unloved, alone or frightened

Neglect

- a) Depriving a child of necessities such as food and drink, clothing, critical medical care or treatment, or shelter
- b) Failing to protect a child from abuse (such as failing to report abuse when a child discloses it or when a staff member observes it)
- c) Exposing a child to a harmful environment (such as, an environment where there is illicit drug use or illicit drug manufacturing)
- d) Failing to adequately supervise a child, resulting in injury or harm

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Ill-treatment

- a) Making excessive and/or degrading demands of a child
- b) Disciplining or correcting a child in an unreasonable and seriously inappropriate manner
- c) Seriously inappropriate and/or degrading comments or behaviour towards a child
- d) Repeated hostility towards a child
- e) Seclusion and other types of restrictive practices
- f) Locking up a child in a room
- g) Pushing a child to train or perform when they are injured

Grooming

- a) Engaging in unauthorized contact with a child online for the purpose of developing a sexual relationship
- b) Using a computer, mobile phone, camera or other device to exploit or harass a child
- c) Unacceptable personal communication that explores sexual feelings or intimate personal feelings with a child
- d) Sharing details with a child of one's own sexual experiences
- e) Inappropriately extending a relationship with a child outside of work
- f) Giving a child special attention or isolating them from peers with the intention of making it easier to access the child for sexual activity
- g) Offering a child gifts, food, cigarettes, money, attention or affection with the intention of making it easier to access the child for sexual activity
- h) Making close physical contact, like inappropriate tickling and "play" wrestling

Failure to prevent/report abuse

- a) An obvious or very clearly unreasonable failure to respond to information strongly indicating that another adult working at the organisation poses a serious risk of abusing a child
- b) Knowing or believing, that a child has been abused and not reporting it to police (or not reporting in circumstances where the person ought reasonably to have known)

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