POLICY

Code of Conduct

(Incorporating the NDIS Code of Conduct & NSW Child Safe Standards)

Created: March 2019 Reviewed: February 2022 Review Date: February 2024 Version:4

This policy replaces Code of Ethics 2019 and Code of Conduct 2020,2022

Camp Breakaway Inc. is committed to ethical conduct in providing the best possible service to our participants and the community. This code provides the ethical framework for all Breakaway Board members, staff, contractors, and volunteers to work within.

The Board, members, staff, volunteers, contractors, and consultants of Camp Breakaway Inc. agree to demonstrate professional and ethical behaviour in their responsibilities to Camp Breakaway Inc., in their professional relationships with each other, and in their professional service to the community.

The Camp Breakaway Inc. Code of Conduct (incorporating the NDIS Code of Conduct and NSW Child Safe Standards) requires the Board, members, staff, volunteers, contractors, and consultants delivering support and programs to do the following in providing that support and programs:

1. Act with respect for individual rights to freedom of expression, self-determination, and decision-making in accordance with applicable laws and conventions.
2. Respect the privacy and confidentiality of people with a disability.
3. Provide support and services in a safe and competent manner, with care and skill.
4. Act with integrity, honesty, and transparency.
5. Promptly take steps to raise and act on concerns about matters that may impact the quality and safety of support and services provided to people with a disability.
6. Take all reasonable steps to prevent and respond to all forms of violence against, and exploitation, neglect, and abuse of, people with disability.
7. Take all reasonable steps to prevent and respond to sexual misconduct.
8. Facilitating compliance with the Child Safe Standards.
9. To promote improved child safety.
10. To promote improved quality and consistency of, and coordination in, the delivery of services to children in specialised substitute residential care.
11. To reduce the risk of children entering, remaining in or exiting specialised substitute residential care without appropriate planning and care.
12. Any unacceptable physical contact with children and young adults will not be tolerated.
13. No private online contact is permitted with children and young adults.

14. That staff report to the General Manager:
    a) instances of another staff member, volunteer or contractor having:
        i. engaged in reportable conduct, or
        ii. been involved in a reportable incident for the purposes of the National Disability Insurance Scheme Act 2013, and
    b) allegations or concerns that another staff member has:
        i. engaged in reportable conduct, or been involved in a reportable incident for the purposes of the National Disability Insurance Scheme Act 2013, and
    c) other concerns about the safety, wellbeing or welfare of a child receiving services from Breakaway.
15. Publicly support Camp Breakaway Inc. and their colleagues.
16. Perform their duties as best they can and work in a safe, responsible, lawful and elective manner.
17. Maintain appropriate levels of confidentiality regarding any information gained through their work.
18. Ensure that personal and financial interests do not conflict with their duty to Camp Breakaway Inc.
19. Work within Camp Breakaway Inc.'s policies and principles.

All Board members, members, employees, contractors, and volunteers will be informed about the Code of Conduct for Camp Breakaway Inc. during induction.

Relevant Documents

- National Disability Insurance Scheme Act 2013
- NDIS Practice Standards
- NDIS Code of Conduct
- NSW Children's Guardian Act 2019
- NSW Child Safe Standards
- Privacy Act 1988
- Australian Privacy Principles