

**ANNEX E TO
VCDF DIRECTIVE 03/14
DATED MAY 14**

DEFENCE CHILD PROTECTION CODE OF CONDUCT

Defence personnel who interact with children, Officers and Instructors in the ADF Cadets, and external service providers and volunteers supporting Defence youth programs who are required to undertake to comply with this Code, will in those capacities:

- a. treat children fairly, regardless of their race, nationality, colour, ethnicity, language, religion, political or other opinion, sex, disability, or other status;
- b. take all reasonably practicable steps to safeguard any child in immediate danger;
- c. promptly report all incidents, allegations or suspicions of child abuse or child pornography;
- d. so far as practicable in the circumstances, not fail to provide a child with basic physical and emotional requirements (including food and water, clothing, supervision, sun protection and medical attention);
- e. not engage in any conduct calculated to physically harm a child (including hitting, slapping, shaking, punching, kicking and pushing, excessive physical discipline, and forcing children to participate in activities for which they are not physically capable or which are otherwise inappropriate);
- f. not engage in conduct calculated to psychologically harm a child (including persistent unreasonable criticism, rejection, harassment, verbal abuse, exclusion, threats, humiliation, withholding praise or unreasonable demands);
- g. not engage in any sexual or indecent act on or with or make any sexual threat, suggestion or comment to a child (including non-contact behaviours such as exposure to pornographic material and making sexual comments to a child, and contact behaviours such as kissing, fondling or sexual touching);
- h. not have, or attempt to have, or cultivate, an intimate relationship with a child;
- i. not involve children in any form of sexual or indecent activity or acts;
- j. not access child pornography;
- k. not invite unaccompanied children into their home, except in an emergency;

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- l. not sleep in close proximity to unsupervised children, except with the approval of a supervisor where it is not reasonably avoidable having regard to their safety and welfare;
- m. use common sense to avoid actions or behaviours that could be perceived as sexual abuse, physical abuse, emotional abuse or neglect of a child, or as involving child pornography;
- n. use private and/or confidential information concerning children only for proper and authorised purposes and maintain its confidentiality;
- o. in connection with imagery of a child other than for official purposes of the relevant Cadet Force (where approval has been obtained upon enrolment), obtain the informed consent of the child and his or her parent or guardian before taking any photograph or film, and create only imagery that depicts children in a decent manner.

ACKNOWLEDGMENT AND UNDERTAKING

BY

Name:

I have read and understand the ADF Cadets Child Protection Policy and in particular the Department of Defence Child Protection Code of Conduct set out above ("the Code of Conduct").

By signing this document:

I acknowledge that I understand the Policy and the Code of Conduct;

I undertake to comply with the Code of Conduct.

Signed:Date:

Witnessed:Date:

Name of witness:

Contact details of witness