



Why have Behaviour Policy training?

The Australian Air Force Cadets wants you to have a happy, healthy, safe environment where you are confident of fairness and being kept from harm

You get a high-quality program of adventure, responsibility, leadership and skills development, plus a close association with Air Force

Cadet Behaviour Policy training creates the environment for this to happen and ensures everyone understands what it is, how we work together, and what to do if it is breached

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Outcomes of this training

At the end of this training, you should:

- Understand the Code of Ethical Behaviour
- Understand how you can help create a safe, positive and enjoyable environment for every AAFC member
- Agree to follow the Code of Ethical Behaviour by signing an acceptance form

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Questions we will answer

- What is acceptable behaviour?
- What is unacceptable behaviour?
- How do I respond to unacceptable behaviour?
- How can I prevent unacceptable behaviour?
- What is a sexual offence?
- How will AAFC Adult Supervisors respond to a sexual offence?

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Acceptable behaviour

For the Australian Air Force Cadets
to be safe and fair,
Cadets and Adult Supervisors
must behave
in ways that are acceptable

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Summary: Cadet Code of Ethical Behaviour

- Treat others with respect
- Recognise and value differences
- Make fair decisions
- Recognise, prevent and report unacceptable behaviour
- Be honest

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Cadet Code – Summary (cont.)

- Be responsible
- Respect supervisors
- Carry out assigned tasks
- Be clean and tidy
- Be true to AAFC values – honour, honesty, courage, integrity, loyalty and teamwork

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What is unacceptable behaviour

Unacceptable behaviour includes:

- Harassment and bullying
- Discrimination
- Swearing
- Threats

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Unacceptable behaviour *(cont.)*

Unacceptable behaviour also includes:

- Violence
- Unsafe activities
- Abuse of positions of responsibility

Where possible, you should recognise, prevent and report unacceptable behaviour

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What is harassment?

Harassment is any verbal or physical behaviour towards a person that is offensive and unwelcome

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Impact of harassment

Harassment occurs when behaviour is:

- Unwanted – The person does not like it, and it is unwelcome
- Offensive – It makes them upset or angry
- Humiliating – It makes them feel embarrassed or ashamed

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Impact of harassment *(cont.)*

Harassment is when behaviour is:

- Insulting – Something is said that is intended to hurt someone else
- Intimidating – It is frightening. The person being harassed feels threatened and forced to do something they don't want to do

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Examples of harassment

Harassment also occurs if someone makes insulting comments about:

- The way a person looks
- A person's abilities
- A person's background
- A person's sexual preference
- What a person can or cannot do

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Examples of harassment (cont.)

It is harassment if someone:

- Spreads rumours about people
- Interferes with someone's personal belongings
- Keeps teasing after being asked to stop
- Shows or displays insulting pictures, posters or graffiti

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Gender harassment

Gender harassment is where:

- Someone makes jokes or suggestive remarks with a gender basis
- Someone talks negatively about the opposite sex
- A person or group is treated unfavourably because of their gender

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Sexual harassment

Sexual harassment is where behaviour is sexual in nature, unwelcome and/or offensive

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Sexual offences

A sexual offence takes place if:

- Any sexual activity occurs without consent
- Any sexual activity occurs with someone under the age of 16 years, even if they consent to it

Sexual activity, whether sexual intercourse or touching a person on their private parts without their consent, is a criminal offence, and AAFC Adult Supervisors are required to immediately report it to civilian police and parents

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Bullying

- Bullying is a form of harassment
- Bullying is action or words intended to:
 - Hurt
 - Threaten
 - Frighten
 - Embarrass
 - Humiliate

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Unlawful discrimination

Unlawful discrimination is treating a person less favorably than someone else in the same or similar circumstances because that person is different

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Response to unacceptable behaviour

Recognise, prevent and report unacceptable behaviour:

- Harassment and bullying
- Discrimination
- Swearing
- Threats
- Violence
- Unsafe activities
- Abuse of positions of responsibility

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Responding

- Remind people of their responsibilities
- Report unacceptable behaviour
- Use the Stop! Fair Go! or Stop! Stop! Stop! procedures

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Stop! Fair Go! procedure

The Stop! Fair Go! procedure enables Cadets and Adult Supervisors to stop a situation where they feel threatened or unsafe

Stop! Fair Go! is used when someone's behaviour is not acceptable; or when you don't feel safe

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Action phrases

- Stop! Fair Go!
- Stop! Stop! Stop!

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Stop! Fair Go! method

- Stop! Fair Go! can be used by any Cadet or Adult Supervisor
- Can be used by you – if you feel scared, harassed or unfairly treated
- Can be used to protect other people
- Applies to all Cadet activities
- Must only be used when necessary

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When do I use action phrases?

Stop! Fair Go! – means *"I feel uncomfortable with what is going on"*

Stop! Stop! Stop! - means *"I feel unsafe or threatened"*

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Stop! Fair go!

You should use Stop! Fair Go!

- When someone is behaving towards you or someone else in an unacceptable way that makes you feel uncomfortable
- If you are uncomfortable with a part of an activity
- If you are afraid of part of an activity (it is okay to be afraid)
- if you think someone else is uncomfortable or scared

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Stop! Stop! Stop!

You should use Stop! Stop! Stop!

- If someone is behaving in an unacceptable way towards you that makes you feel unsafe or threatened
- If you think an unsafe or threatening action is about to happen
- If you see an unsafe or threatening action happening
- Applies to all Cadet activities
- Must only be used when necessary

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Preventing unacceptable behaviour

- Demonstrate the Code of Ethical Behaviour
- Have input into planning activities
- Watch for situations where unacceptable behaviour could occur
- Sign the acceptance of the Code of Ethical Behaviour
- Report complaints about unacceptable behaviour, and encourage others to do the same
- Only submit real complaints
- Support other Cadets

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Questions

- What is acceptable behaviour?
- What is unacceptable behaviour?
- How do I respond to unacceptable behaviour?
- How can I prevent unacceptable behaviour?
- What is a sexual offence?
- How do I respond to a sexual offence?

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More Information

- Manual of Management
 - Vol 2, Pt 1, Chapter 10 – Behaviour
 - Vol 2, Pt 5, CH03 - Social Media
- Standing Instructions
 - SI(PERS) 8-1 - Behaviour
 - SI(PERS) 8-2 - Alternate Dispute Resolution
 - SI(PERS) 8-3 - Making a Complaint
 - SI(PERS) 8-4 - Managing a Complaint

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