

**AUSTRALIAN ARMY CADETS
STANDING ORDERS
VOLUME 2
CHAPTER '2YSC'**

AUSTRALIAN ARMY CADETS YOUTH SAFETY CODE OF CONDUCT

Version 1.00 - dated 29 Oct 16

Introduction

1. The Australian Army Cadets (AAC) Youth Safety Code of Conduct (YSCoC) enacts the expectations of the Defence Youth Safety Code of Conduct Guide issued under the Department of Defence Youth Safety Framework.
2. The YSCoC describes the expected standards of behaviour between adults and young people, and between young people and other young people, including online conduct, in or related to the AAC program.

Applicability

3. The AAC YSCoC applies to:
 - a. all members of the AAC (Officers of Cadets (OOC), Instructors of Cadets (IOC), and Cadets) when 'on-duty' for the purposes of the AAC Member Code of Conduct in AAC Standing Orders, Volume 2, [Chapter '2COC'](#);
 - b. all Defence Approved Helpers (DAH) supporting the AAC in accordance with AAC Standing Orders, Volume 2, [Chapter '2DAH'](#);
 - c. Australian Defence Force (ADF) members, Australian Public Service (APS) employees and civilian guest lecturers / instructors / assistants as prescribed in annex A to AAC Standing Orders, Volume 2, [Chapter '2WWC'](#).

Agreeing To Comply With The YSCoC

4. People to whom the YSCoC applies are to agree to comply with the Code via the following documents:
 - a. **OOC / IOC** – using the [form S035 - Instrument of Acceptance as a Volunteer OOC / IOC](#).
 - b. **Cadets** – using the [form C022 - Application for Acceptance as a Cadet](#).
 - c. **DAH** – using the [form R013 - Defence Approved Helper Application](#).
 - d. **ADF members, APS employees and civilian guest lecturer / instructor / assistant** – using [form P034 – AAC Youth Safety Code of Conduct Undertaking](#).

Youth Safety Code of Conduct

5. A person to whom the YSCoC applies is to:
 - a. conduct him / herself in a manner consistent with Defence and AAC policy on youth safety / child protection;
 - b. take all reasonable steps to ensure that young people are protected from any form of sexual, physical or psychological harm, or indecent and inappropriate conduct including sexual abuse or grooming for the intent of adult sexual gratification;
 - c. report promptly all incidents, allegations or suspicions of any form of misconduct or abuse towards young people in accordance with relevant AAC policy;
 - d. ensure, whenever possible, that young people are not left alone with an adult except as allowed in AAC policy;
 - e. ensure that all interactions with young people are for the sole purpose of executing authorised activities or training outcomes both on and off duty;

- f. treat everyone with respect regardless of their age, gender, ability, race, cultural background, religious beliefs or sexual identity;
- g. not use or disclose personal information concerning a young person unless it is in accordance with AAC policy;
- h. obtain the informed consent of a young person and their parent/guardian in connection with the taking of imagery of the young person by photograph or film, and create only imagery that depicts the young person in an appropriate manner;
- i. 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);
- j. 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);
- k. 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);
- l. 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);
- m. not involve children in any form of sexual or indecent activity or acts;
- n. not access child pornography; and
- o. as an adult involved in the AAC program:
 - (1) not sleep in close proximity to young people, unless the Commander / Manager / Supervisor has provided approval and it is necessary and appropriate, having regard to the young people's safety and welfare;
 - (2) not invite unaccompanied children into their home, except in an emergency;
 - (3) not have, or attempt to have, or cultivate, an intimate and / or sexual relationship with a child, regardless of the legal age of consent for a child under State / Territory law; and
 - (4) not have, or attempt to have, or cultivate, a sexual relationship with a cadet, regardless of the age of the cadet.
- p. as an adult involved in responding to or managing an allegation of a sexual relationship between an adult involved in the AAC program and a cadet or other child, ensure that:
 - (1) the cadet / other child is made aware that he / she is entirely without blame (the adult participant in such a relationship carries the blame entirely – none whatsoever applies to the child); and
 - (2) treat and support the cadet / other child and his / her parents / guardians accordingly.

Consequences Of Failure To Comply With The YSCoC

- 6. Failure to comply with the YSCoC may result in, where applicable:
 - a. administrative or disciplinary action under the *Defence Force Discipline Act 1982* for ADF members;
 - b. administrative or disciplinary action under the *Public Service Act 1999* for Defence APS employees;
 - c. cancellation of acceptance or status as a volunteer OOC / IOC / Cadet, or the imposition of a sanction as a volunteer OOC / IOC / Cadet;

- d. de-registration as a DAH;
- e. the AAC reporting the matter to the police and / or relevant child protection authority;
and / or
- f. criminal or civil action being taken against the alleged offender.