

HBOC Child-safe Policy

Title	The policy is called <i>HBOC's Child-safe Policy</i> .
Introduction	Our policy guides members on how to behave with children (aged 18 or under) in our Club. and focuses on how we can promote the participation of children in our Club in a safe environment.
Support participation of children	HBOC supports the active participation of children in our Club in the hope that they will become conservation conscious and learn to love and promote the welfare of native birds. We listen to children's views, respect what they say and involve them when we make decisions that will directly affect them.
Members	<ol style="list-style-type: none"> 1. We promote respect, fairness and consideration for all Club members, including children. 2. All members may seek the support and guidance of the HBOC Management Committee to address any concerns held about the treatment or participation of any member in Club activities. 3. All new members can access the Child-safe Policy, Code of Conduct and o the HBOC Constitution on the HBOC Website. 4. Child members should be under parental supervision always when engaged in HBOC activities. Parents or Guardians may delegate the supervision of their child to another HBOC member of their choosing if they are unable to be present.
Recruitment of members	<ol style="list-style-type: none"> 1. HBOC is a recreational voluntary organization that provides opportunities for its members, including children to participate in birdwatching and bird related conservation. All requests for membership are approved by the Management Committee 2. All Committee Members and others who are directly involved with child-related activities, as determined by the Management Committee will be required to have the Working with Children Check (WCC) completed and recorded by the HBOC Secretary.
Dealing with Complaints	<ol style="list-style-type: none"> 1. Complaints or concerns should be directed to the HBOC Management Committee as per the relevant sections in the HBOC Constitution
Communication	<ol style="list-style-type: none"> 1. All new members including parents of children joining our Club can source the Policy, Code of Conduct and the HBOC Constitution (dealing with Complaints) on the HBOC Website.
Review	The policy and guidelines will be reviewed every two years and incorporate comments and suggestions from all members including children as appropriate.

CODE OF CONDUCT

WORKING WITH CHILDREN AND YOUNG PEOPLE

The Management Committee of HBOC is committed to providing an open welcoming and safe environment for all members participating in the club's programs, including children.

All members of HBOC must follow these codes of behaviour while engaged in activities organized by the club;

1. Be fair, considerate and honest with others;
2. Treat all people including children and young people with respect and value their ideas and opinions;
3. Act as a positive role model in all conduct with children and young people;
4. If possible always have another adult present or in sight when assisting children or young people, particularly in secluded places;
5. Operate within the Constitution of HBOC
6. Report all instances of suspected abuse

No person shall:

1. Shame, humiliate, oppress, belittle or degrade children, young people or any other member;
2. 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;
3. Be alone with a child or young person unnecessarily and for more than a very short time;
4. Show favouritism through the provision of gifts or inappropriate attention;
5. Arrange contact, including online contact, with children or young people outside of the organisation's programs and activities;
6. Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
7. Engage in open discussions of a mature or adult nature in the presence of children;
8. Use inappropriate language in the presence of children; or
9. Do anything in contravention of the HBOC Constitution or this Code of Conduct.

What happens if you breach this Code of Conduct

If you breach this Code of Conduct you will face disciplinary action according to the provisions of the HBOC Constitution (Clause 11 & 12). The Committee decision may result exclusion from HBOC membership and reporting the incident to the police.