

# Code of Conduct

## Purpose

Moe Dance Eisteddfod (MDE) is committed to ensuring the safety of the child of all time and treating competitors, teachers, families and volunteers involved with this event with respect. The purpose of the code of conduct is to establish the clear standard of behaviour which is expected of MDE committee members, volunteers and employees. The clarification of these expectations reinforce our commitment to respect, fairness, and high social and ethical standards within the “workplace.” It is designed to assist MDE Committee volunteers and employees in understanding what are acceptable and unacceptable behaviors in the workplace. It also aims to protect children and rescue any opportunities for abuse or harm to occur.

MDE has a clear expectation of appropriate work standards so we can foster a positive work environment based on mutual trust, respect and integrity, where everyone's rights are maintained and we all act lawfully and with integrity with all dealings within the organisation.

Employees and volunteers of MDE will:

- Act in accordance to the legislation and policies that are applicable within MDE, including our Child Safe Policy;
- Follow lawful and reasonable directives from the Committee;
- Promote the interests of the organisation;
- Treat each other, clients, suppliers, contractors and participants with respect, fairness and consideration, including listening to and valuing their ideas and opinions;
- Maintain a duty of care towards others involved in MDE activities;
- Welcome all children and their families and carers;
- Be fair, considerate and honest with us;
- Respect cultural, religious and political differences and act in a culturally sensitive way
- Not tolerate misconduct or inappropriate behaviour and will inform a higher authority within MDE if the do witness it;
- Maintain confidentiality and respect privacy of performers their families and teachers/ carers, not disclosing or misusing information obtained by MDE or themselves other than to people who have genuine need to know;
- Not be involved in any activity that may cause conflict of interest;
- Perform their role and actions with professionalism, care and responsibility;
- Be accountable for their own actions and decisions;
- Be ever mindful of the health and safety of yourself and others in the workplace;

- Uphold the principle of equal opportunity, not participate in victimisation, bullying, sexual harassment, discrimination or any other antisocial behaviours;
- Maintain strict impartiality;
- Establish and maintain a child safe environment for children and young people in the course of their work;
- Treat children and young people with respect and value their ideas and opinions;
- Listen to children and respond to them appropriately;
- Act as positive role models in their conduct with children and young people, including modelling adult behaviour;
- Comply with specific organisational guidelines with physical conduct with children;
- Work / interact with children in an open and transparent way - other adults should always know about the work you are doing with children;
- Contact the police if a child is at immediate risk of abuse; (telephone 000)

No person shall:

- Shame, humiliate, oppress, belittle or degrade children or young people;
- Unlawfully discriminate against any child;
- Engage in any activity with a child or young person that is likely to physically or emotionally harm them;
- 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;
- Be alone with a child or young person unnecessarily and for more than a very short time;
- Develop a 'special' relationship with a specific child or young person for their own needs;
- Show favouritism through the provision of gifts or inappropriate attention;
- Arrange contact, including online contact, with children or young people outside of the organisation's programs and activities
- Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
- Work with children or young people while under the influence of alcohol or illegal drugs;
- Engage in open discussions of a mature or adult nature in the presence of children;
- Use inappropriate language in the presence of children; or
- Do anything in contravention of the organisation's policies, procedures or this Code of Conduct.



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## **What happens if you breach this Code of Conduct**

If you breach this Code of Conduct you will face disciplinary action, including and up to termination of employment or cessation of engagement with the organisation.