



# Code of Conduct

Version 1

Effective date: June 2024

Approved by Bayside Church Inc. Board

Review date: June 2025

# CODE OF CONDUCT

All employees, contractors, volunteers, board members, members and committee members of Bayside Church are required to observe and comply with the following Code of Conduct when attending any Bayside Church gatherings. These are to be strictly adhered to at all times.

## DO:

- Adhere to the safe ministry policy
- Take all reasonable steps to prevent all forms of abuse or harm
- Treat everyone with respect, including listening to and valuing the opinions and ideas of others
- Welcome all people and make them feel included and accepted
- Respect cultural, religious and political differences and act in a culturally sensitive way
- Use positive and affirming language towards all people
- Comply with any guidelines that may exist on physical contact, specifically with vulnerable people
- Help provide a safe, supportive environment for all members of Bayside Church especially children and vulnerable people
- Intervene when people are displaying inappropriate behaviour towards others
- Report any breaches of the Code of Conduct to the SMC
- Report concerns about safety and protection to the SMC and ensure that any legal obligations to report allegations are met
- Call the Police on 000 regarding any immediate concerns for a child's safety
- Respect the privacy of people and only disclose information to people who have a need to know

## DO NOT:

- Seek to use vulnerable people to meet one's own personal needs
- Ignore or disregard any suspected or disclosed abuse
- Use prejudice, oppressive behaviour or inappropriate language
- Discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- Engage in open discussion or behaviour of an adult nature in the presence of children or vulnerable people
- Engage in any inappropriate or unnecessary physical contact including doing things of a personal nature that a person can do for themselves
- Engage in any form of physical violence or corporal punishment
- Engage in any form of behaviour that can potentially cause emotional or psychological harm
- Develop special relationships with vulnerable people that could be seen as favouritism or grooming
- Take photos or post photos online without consent of individual or parents where applicable
- Exchange personal contact details with a vulnerable person without consultation or permission
- Have unauthorized contact with vulnerable people online or by phone
- Drive a child anywhere without written parental consent

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