

CODE OF CONDUCT

For parents/guardians, volunteers, contractors and visitors

In accordance with the Bonbeach Pre-School *Code of Conduct Policy*, the following standards are adopted to promote desirable and appropriate behaviour, where all interactions at the service with children, staff and visitors are respectful, honest, courteous, sensitive, tactful and considerate.

As a visitor, I commit to contributing to creating an environment at Bonbeach Pre-School that:

- respects the rights of the child and values diversity
- acknowledges the vulnerability of Aboriginal children, children from a culturally and linguistically diverse background and children with a disability and has zero tolerance of discrimination
- maintains a duty of care towards all children at the service
- is committed to the safety and wellbeing of each child and all staff at the service
- provides a safe and secure environment for all at the service
- provides an open, welcoming environment in which everyone's contribution is valued and respected
- is committed to communicating openly and honestly
- is committed to continually learning how to be inclusive and respectful of cultural needs
- encourages parents/guardians, volunteers, students and community members to support and participate in the program and activities of the service.

In my relationships with children, I commit to:

- abiding by the law
- complying with the pre-school's policies
- being a positive role model
- allowing children to express themselves and their opinions
- allowing children to undertake experiences that develop self-reliance and self-esteem
- maintaining a safe environment for children
- speaking to children in an encouraging and positive manner
- regarding all children equally and with respect and dignity
- having regard to each child's cultural values
- respecting individual differences including age, physical and intellectual development, and abilities of each child at the service.
- acknowledging the role of staff in providing for the needs of children in attendance at the service.
- notifying staff immediately if children require assistance of a health related or personal nature, such as injuries, toileting and changing clothes.

In my relationships with all staff, other parents/guardians, volunteers and visitors, I commit to:

- reading and abiding by the *Code of Conduct Policy*
- working in partnership in a courteous and respectful manner
- valuing the input of others and respecting the value of different professional approaches
- sharing expertise and knowledge in a considered manner
- respecting the rights of others as individuals
- respecting the privacy of children and their families and only disclosing information to people who have a need to know as required under the *Privacy and Confidentiality Policy*
- following the directions of staff at all times
- treating the kindergarten environment with respect
- raising any concerns, including concerns about hazards or safety, as soon as possible with staff to ensure they can be resolved efficiently
- raising any complaints or grievances in accordance with the *Complaints and Grievances Policy*.

Thank you for your contribution to making Bonbeach Pre-School an open, safe and welcoming environment for all children.