



Child Safety Code of Conduct

June 2026

CHILD SAFETY CODE OF CONDUCT

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CHILD SAFETY CODE OF CONDUCT

Purpose & Statement of Commitment

All directors, staff, contractors, and volunteers of Skunkworks Community (Skunkworks) are responsible for supporting and promoting the safety, participation, wellbeing, and empowerment of children. This Child Safety Code of Conduct outlines clear operational boundaries, acceptable behavioral thresholds, and mandatory reporting responsibilities. It applies universally across all activities, including rehearsals, specialized workshops, localized social events, and intensive performance camps.

Acceptable Behaviours

All personnel associated with Skunkworks Community must model appropriate adult behaviour in an open and transparent way, actively upholding organizational integrity. You are required to support child safety, participation, and empowerment by:

- Adhering to the Skunkworks Child Safety and Wellbeing policy at all times and upholding Skunkworks' statement of commitment to child safety at all times.
- Taking all reasonable steps to protect children from abuse and preventable harm.
- Listening and responding to the views and concerns of children, particularly if they have stated that they or another child have been abused and/or are worried about their safety or the safety of another child.
- Treating everyone with dignity, absolute fairness, and respect.
- Promoting the cultural safety, active participation, and personal empowerment of Aboriginal children.
- Promoting the cultural safety, active participation, and personal empowerment of children with culturally and/or linguistically diverse (CALD) backgrounds.
- Promoting the safety, physical accessibility, participation, and personal empowerment of children with a disability.
- Respecting the privacy of parents and children by only disclosing personal information when strictly necessary and legally compliant.
- Ensuring that children are safe and protected from harm as quickly as possible where child abuse is actively suspected.
- Reporting any allegations of child abuse directly to the Skunkworks Child Safety Officer or executive management, and ensuring that any allegation is formally reported to the Victoria Police or Child Protection authorities.
- Understanding, remaining current with, and fully complying with all mandatory reporting and/or disclosure obligations, including reportable conduct frameworks.
- Encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are directly important to them.

Unacceptable Behaviours

To eliminate potential safety risks and prevent boundary-blurring actions, directors, staff, contractors, and volunteers must not:

- Develop any 'special' relationships with children that may be seen as favouritism or amount to 'grooming' behaviour, including through the provision of personal gifts or inappropriate, individualized attention.

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- Exhibit behaviours or engage in activities with children that may be construed as unnecessarily physical or clear violations of personal space.
- Put children at any direct or indirect risk of abuse, neglect, or emotional harm.
- Do things of a personal nature that a child can do for themselves, such as toileting, assistance in changing clothes, or personal hygiene tasks.
- Engage in open discussions of a mature, adult, or otherwise inappropriate nature in the presence or hearing range of children.
- Use inappropriate, aggressive, or profane language in the presence of children.
- Express harmful or non-inclusive personal views on cultures, race, or sexuality in the presence of children.
- Discriminate against any child, including but not limited to discrimination on the basis of age, gender, sexuality, race, cultural background, or disability.
- Have any contact (including digital contact online, via social media channels, or via telephone) with a child or their family outside of our organization without the explicit knowledge and/or prior consent of the Skunkworks Child Safety Officer or Directors.
- Ignore, minimize, or disregard any concerns, suspicions, or direct disclosures of child abuse raised by any individual.

Reporting, Breach Investigations, and Sanctions

By observing these standard rules, you acknowledge your formal responsibility to immediately report any breach of this code of conduct directly to the Skunkworks Child Safety Officer or organizational Directors. Failure to comply with this code of conduct will be investigated comprehensively by Skunkworks Directors and may result in immediate disciplinary action, including suspension or permanent organizational termination.

CRITICAL EMERGENCY DIRECTIVE:

If you believe a child is at immediate risk of abuse, severe harm, or danger, you must call Emergency Services (000) without delay.

Formal Agreement & Personnel Sign-Off

I confirm that I have read, thoroughly understood, and agree to adhere strictly to this Child Safety Code of Conduct. I recognize that upholding these criteria is a mandatory prerequisite to my continued engagement with Skunkworks Community.

Full Name: _____

Date: _____

Signature: _____

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Ancillary Policies & Cross-References

This Child Safety Code of Conduct forms an integral element of our risk mitigation layout and must be read in direct conjunction with the following operational Skunkworks modules and constitutional guidelines:

- Scholarship Policy
- Conflict of Interest Policy
- Privacy Policy
- General Organizational Code of Conduct
- Child Safety and Wellbeing Policy

Administration, Maintenance, and Review Cycle

Administration of this Policy: The Director (Governance, Strategy & Risk) is responsible for the ongoing application, operational roll-out, and administrative oversight of this Policy.

Amendments to this Policy: Following initial structural approval of this Policy by the Board, further amendments, subsequent revisions, and minor updates to this framework are delegated to the SW Directors for approval. This Policy will be reviewed every 1 year (annually), unless unexpected legislative or regulatory statutory updates require more frequent adjustments.

Document Version Control & Revision Archive

The registry below tracks the administrative lifecycle and modification milestones of this Code of Conduct:

Version	Date	Author	Description of Change / Expansion	Approved By
V1.0	20/07/2025	Dusty Vallance	Creation of Policy foundational modules.	SW Directors
V1.1	29/04/2026	Dusty Vallance	Insertion of formal cover page layouts and alignment.	SW Directors
V1.2	22/06/2026	Gemini	Comprehensive expansion into fully standardized working Code of Conduct document.	Pending Review