



Child Safe Policy and Code of Conduct

Both sectors of our business, Hype-O Performing Arts Academy & Hype-O Entertainment will be referred to jointly as "Hype-O" in the entire of this document.

Purpose of this policy:

To ensure a clear understanding between the principal, staff and guardians, on the policies, code of conduct and management of any incidents in relation to the wellbeing and safety of all youth and children that partake in any services or activities provided by Hype-O.

Hype-O acknowledges that the emotional and physical well-being and safety of all youth and children is of the utmost importance in any scenario.

The safety of our students takes precedence before anything else.

Principal Policy Points:

Principle 1: Hype-O focuses on what is best for children

Aim: That children know their rights, they are listened to and their concerns are taken seriously

Principle 2: All children are respected and treated fairly

Aim: That all children are treated fairly, regardless of gender, age ethnicity, culture, religion, or sexuality.

Principle 3: Children's families and communities are welcome and encouraged to participate where appropriate

Aim: Families support children to participate and take an interest in Hype-O activities and programs

Principle 4: Children receive services from skilled and caring adults

Aim: Staff and volunteers are supervised and supported and know how they should behave towards children



Hype-O Staff will always:

- work in an open environment
- avoid spending time alone with children away from others
 - encourage open communication with no secrets
- treat every child equally and with respect and dignity
 - put the welfare of each child first
- provide equal opportunity to students irrespective of gender, age, sexual orientation, culture, ethnicity or religion.
- Provide students open opportunity to be heard on their thoughts, feelings and preferences.

Hype-O Management will always:

- make sure that all Hype-O Staff are aware of an obligation to advise management of any concerns about the safety, welfare and wellbeing of children and young people that may arise
 - keep records of any incidents or reports made to the NSW child protection agency as confirmation that mandatory reporting requirements have been met.
- make sure Hype-O staff are aware of the indicators of abuse and neglect of children and young people
 - make sure Hype-O staff are aware of mandatory obligations to report suspected risk of significant harm and of the procedures for doing so
 - maintain a register of staff employment and contracts
- Immediately act on any incidents to the appropriate authorities or departments when required
 - Ensure all staff hold a valid working with children's check

Hype-O Staff Should never

- allow or engage in physical or sexually provocative games
 - allow or engage in any form of inappropriate touching
- make sexually suggestive comments to a child or young person
 - reduce a child to tears as a form of control
- fail to act on, and record, any allegations made by a child

Mandatory reporting

If any of the following occur during or in the context of a dance event or activity, Staff will report immediately to the principal. Where this is deemed inappropriate staff will contact a Child Protection Officer directly:

- if staff accidentally hurt a child
 - if a child appears to be sexually aroused by any staff members actions
 - if a child misunderstands or misinterprets something a staff member has done
- if a child is unusually distressed and the staff member has any suspicions of or concerns about potential abuse

Encouraging student participation

Hype-O Understands the importance of enabling and promoting the participation of children in activities, events and decision-making about issues that affect their lives. Hype-O actively facilitates the participation of children and young people in matters that are important to them.

Providing students the opportunity to participate and share their thoughts and feelings not only demonstrates Hype-O's commitment to upholding children's rights, but it also provides staff with the opportunity to check that what we are doing is actually what our students want from their participation in our activities.

This policy encourages leadership skills, enhances the children's safety and strengthens each child's commitment to our organisation.

Child protection in the wider community

A child safe organisation knows what constitutes harm to a child and what to do when it is detected. The *Children and Young Persons (Care and Protection) Act 1998* makes certain occupations mandatory reporters of child abuse. However, anyone who has reasonable grounds to suspect that a child or young person is at risk of being neglected or physically, sexually or emotionally abused should make a report to the Child Protection Helpline. Remember that allegations of child abuse must be handled by a professional. Call Family and Community Services Helpline on 132111 (24 hours a day 7 days a week) if you suspect child abuse or 133 627 (for mandatory reporters).