

Community Hub Inc. Child Safe Policy & Code of Conduct Document Summary



Community Hub Inc is committed to ensuring children and young persons can access the services and programs provided by CHI in a safe and respectful manner. Our Child Safe Policy and Code of Conduct is inclusive of the Child Safety & Wellbeing 11 Standards and aligns with our CHI Working with Children Check and Police Check responsibilities.

This Child Safety and Wellbeing Policy was reviewed and amended by the Board of Management on 17th March 2024. It demonstrates the strong commitment of the Board of Management, our staff, and our volunteers to understand our responsibilities and expectations towards creating and maintaining a child and young people's safe environment.

The Child Safe Policy and Code of Conduct applies to all staff, volunteers, Board of Management members, children and young people and other individuals involved in our organisation and applies to all activities provided by CHI.

What does this mean for you, as a staff member, service volunteer or as a board member, it means that you, as an individual, clearly understand the obligation to ensure you perform your duties free of undesirable, unsolicited, unethical, and illegal behaviours towards children and young people that you meet at CHI.

It is important to understand that a concern or complaint can be made about:

- our dealings and conversations with children and young persons.
- allegations of abuse or misconduct by a staff member, a volunteer, or another individual such as a contractor or guest associated with CHI services and programs delivery.
- disclosures of abuse or harm made by a child or young person.
- the conduct of a child or young person at CHI.
- the inadequate handling of a prior concern
- general concerns about the safety of a group of children and young persons or activity.

A policy breach is reported to the Board of Management in the first instance and will result in further investigation and where proven will lead to legal intervention.

Child safety practice training can be made available on request as set out in the Child Safety Training Action Plan.

For more information you can view our Child Safe Policy & Code of Conduct or visit the Commission for Children and Young Persons via the webpage link. <https://ccyp.vic.gov.au/> or via the QR Code.



Authorised by the Chairperson December 2025