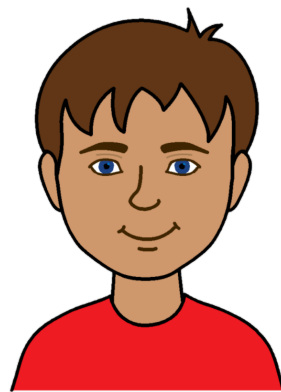




ANGLICAN  
DIOCESE OF  
MELBOURNE

✓	_____
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✗	_____
✓	_____



## Code of Conduct for Child Safety

Anglican Diocese of Melbourne



Easy English

## Hard words



This book has some hard words.

The first time we write a hard word

- the word is in **blue**
- we write what the hard word means.

## You can get help with this book



You can get someone to help you

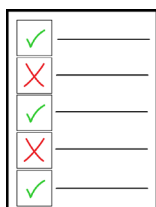
- read this book
- know what this book is about
- find more information.



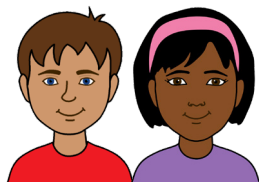
## About this book



This book is written by the Anglican Diocese of Melbourne.



This is our **Code of Conduct** for Child Safety.



Code of Conduct means the rules we **must** follow to keep children safe.

In this book, we call it **the code**.

## Who must follow the code?



You must follow the code if

- you work or volunteer at the Church

and



- you interact with **children** at the Church.

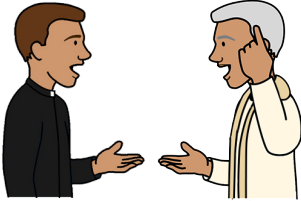
Children means anyone under 18 years old.

## Why do we need the code?

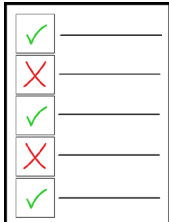


The code helps us decide if

- you should work with us

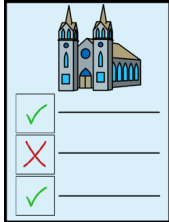


- you need help to work in the Church safely.

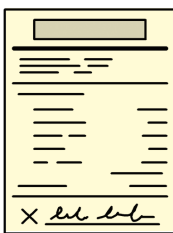


We can take **disciplinary action** if you do **not** follow

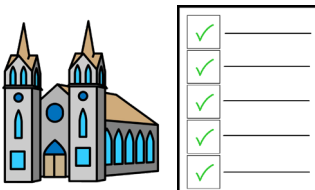
- the code



- Church rules



- your work contract.



Disciplinary action means we might change

- what you are allowed to do in the Church

- who you can work with in the Church.

## Who checks that you follow the code?



The **Diocese** will check if everyone follows the code.



The Diocese includes people in the Anglican Church of Melbourne.

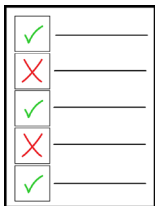


**Kooyoora** will also check if everyone follows the code.



Kooyoora is a group that

- is **not** part of the Church



- helps the Church follow the code



- helps the Church do the right thing.

## What are our standards?



Our standards say

- what you must do

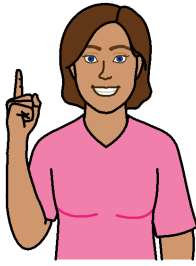


- what you must **not** do



- what some Church leaders must do.  
For example, Vicars.

## What you must do

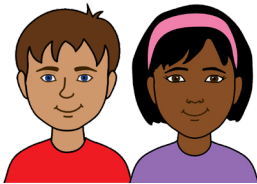


You must

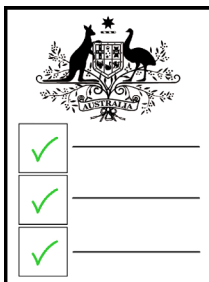
- know what the standards say



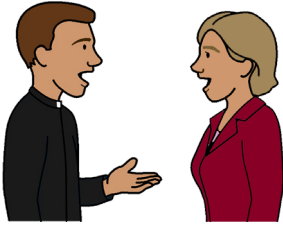
- follow the standards



- keep children safe



- complete **clearance checks**
  - clearance checks mean the Diocese say you are safe to work with children.



You must tell someone if a child is **abused**.

Abused means someone gets hurt by another person or group of people.



You must tell someone if you think a child

- is being abused
- was abused in the past
- might be abused in the future.



Abuse can be

- **physical**
  - physical abuse means someone hurts the child



- **verbal**
  - verbal abuse means someone says mean things to make the child feel bad



- **sexual**
  - sexual abuse includes kissing and any sexual touch.





If you think a child is **not** safe and might be abused, you can tell

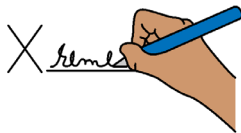
- Victoria Police



- Kooyoora.



Before you work with children you must read and sign the Diocese's Child Safety **Statement of Commitment**.



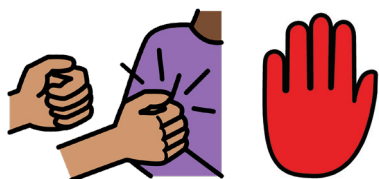
The Statement of Commitment is a document everyone must sign to keep children safe.



Before you work with children you must read the Diocese's Child Safety **Guidelines**.

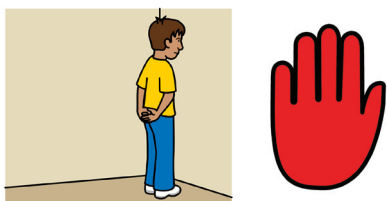
Guidelines include rules and tips everyone must read to help them follow the code.

## What you must not do

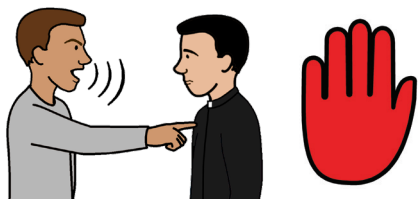


You must

- **not** hurt children



- **not** punish children



- **not** treat other people in the Church badly because they follow the code



- **not** give dangerous things to children.

It is okay to give children a small amount of red wine for Holy Communion.

## What leaders must do



Leaders must

- make sure everyone follows the code and all other child safety laws and rules



- make the Church a safe place



- talk to Kooyoora to check a person is safe to work at the Church.

## More information



For more information contact  
The Anglican Diocese of Melbourne.



Call           03 9653 4220



Website    [www.melbourneanglican.org.au](http://www.melbourneanglican.org.au)



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