



Child Safe Code of Conduct

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March 2025

To be reviewed March 2029

Child Safe Environment Code of Conduct

Caring for children and young people brings additional responsibilities for employees and volunteers of our company. For this reason Saber Academy Pty Ltd requires all personnel to acknowledge and sign the Child Safe Environment code of conduct. This agreement along with our Child Safe Environment Policy can be provided to any and all persons upon request and is also available on our website at www.saberacademy.com.au.

All employees and volunteers of our company are responsible for promoting and protecting the safety and wellbeing of children and young people by:

- sticking to the company's child safe policy at all times and taking all reasonable steps to ensure the safety and protection of children and young people
- treating everyone (this includes staff, volunteers, students, children, young people and parents) including those of different race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes and religious beliefs with respect and honesty and ensure equity is upheld
- being a positive role model to children and young people in all conduct with them
- setting clear boundaries about appropriate behaviour between yourself and the children and young people in our organisation – boundaries help everyone to understand their roles
- listening and responding appropriately to the views and concerns of children and young people
- being alert to bullying behaviours and responding promptly and appropriately
- ensuring another adult is always present or in sight when conducting one to one coaching, instruction or other activity
- being alert to children and young people who are, or may be at risk of harm, and reporting this quickly to the Child Abuse Report Line (13 14 78)
- responding quickly, fairly and transparently to any complaints made by a child, young person or their parent/guardian
- encouraging children and young people to 'have a say' on issues that are important to them.

Employees and volunteers must not:

- engage in rough physical games that are outside the scope of or unnecessary for the training of martial arts.
- develop any 'special' relationships with children and young people that could be seen as favouritism such as the offering of gifts or special treatment
- do things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes
- discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.

Reporting a Breach of the Code of Conduct

All mandated notifiers have a legal obligation to report a reasonable belief that a child or young person has been harmed or is at risk of harm. At Saber Academy, the position of instructor is considered to be a mandated notifier, however, all adult members of Saber Academy are also expected to report.

Saber Academy supports all mandated and non-mandated notifiers to report directly to the Child Abuse Report Line (CARL) on 13 14 78 or if at immediate risk, to the South Australia Police (SAPOL) on 000. In cases involving Aboriginal children and young people, support is also provided by Yaitya Tiramangkotti - an Aboriginal team, via the CARL number. It is expected that, the individual who identifies the harm or risk of harm will also be the person who reports to CARL/SAPOL and that the report will not be disseminated internally for another staff member to determine whether it is a reportable matter. Once a report has been made, however, staff should notify management regarding the reporting. Once management has been notified, Saber Academy will then follow the advice of the relevant authority (Department for Child Protection/SA Police) about how to proceed.

Further information regarding the requirements for mandatory reporting in South Australia can be located on the department of child protection website (<https://www.childprotection.sa.gov.au/reporting-child-abuse/mandated-notifiers-and-their-role>). Consequences of Breaching the Code of Conduct Breach of conduct will result in either a reprimand or immediate termination of membership. Where required, the appropriate authorities will also be notified. If an investigation is required, suspension of membership will commence immediately until the matter is resolved. Possible legal action may also be undertaken against the member where the actions of the member or affiliated persons are found to directly harm the image or business operations of Saber Academy.

I agree to abide by this code of conduct

Name:..... Signature:.....

Date:.....