

---

## Child Safeguarding Code of Conduct

As a Marie Stopes International Australia (MSIA) staff member, representative, social franchisee, business partner, associate or visitor, I WILL:

- Treat all children with respect regardless of their race, colour, gender, language, religion, opinions, nationality, ethnicity, social origin, property, disability or other status.
- Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, humiliating, demeaning or culturally inappropriate.
- Not act in a sexually provocative manner or engage children in any form of sexual activity, including paying for sexual services or acts regardless of perception of age or development.
- Not visit a child's home if they are alone, or invite unaccompanied children into my home or accommodation, unless they are at immediate risk of injury or harm.
- Ensure, whenever possible, that another adult is present when working in proximity of a child or when finding myself alone with a child in the community or in MSI services.
- Not sleep close to an unsupervised child or children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible (this does not include my own children or in cases when I am acting as a guardian).
- Not spend time with children or young people involved in MSI programmes and activities outside work hours, unless I live and work in the same community and come together with those children and young people in the context of my family, or social and community life. If this is the situation, I will continue to comply with the Child Protection Policy and Safeguarding Code of Conduct and not discuss private/confidential information concerning them outside work hours.
- Be aware of behaviour and avoid actions or behaviours that could be perceived by others as child exploitation and abuse.
- Not use social media to contact, access, solicit or befriend a child or young person involved in MSI programmes or activities and not place images of those children or young people on personal social media sites.
- Must never use any computers, mobile phones, video cameras, cameras or social media to exploit or harass children, or access child exploitation material through any medium.
- Not hold, kiss, cuddle, fondle or touch children in an inappropriate way.
- Not physically punish children in any manner.
- Not do things of a personal nature that a child can do for themselves (for example, toileting, bathing, dressing).
- Not abuse my position to withhold professional assistance or services, or give preferential treatment, gifts or payment of any kind to a child, or another person in relation to a child in order to solicit any form of advantage or sexual favour from a child.
- Act professionally towards children I interact with, whilst at the same time showing genuine care and compassion.
- Ensure children/young people who are clients or are involved in research or consultations with MSI participate in these activities voluntarily, are well informed of the process and have provided consent.
- Follow relevant local, state and national laws, customs and traditions of countries I work in or visit. In cases where the laws, customs or traditions contravene the UN Convention on the Rights of the Child (CRC), the CRC shall prevail.

- Report any suspicion, allegation or witness of child abuse or other breaches of the Child Safeguarding Policy and Safeguarding Code of Conduct by MSI staff, representatives, social franchisees, business partners, associates and visitors, as per MSI's Incident Reporting Guidelines (included in the Child Safeguarding Policy).
- Keep confidential all information that I am party to regarding child protection cases, only disclosing or discussing information with those responsible for investigating incidents or other parties as designated by them and according to the Incident Reporting Guidelines.
- Disclose any child related convictions or investigations that I am subject to outside my role as a MSI staff, representative, social franchisee, business partner, associate or visitor.
- Immediately disclose all charges, convictions and other outcomes of an offence that relates to child exploitation and abuse, including those under traditional law, which occurred before or occurs during association with Marie Stopes International.
- Refrain from hiring children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities or which places them at risk of injury, and which contravenes to local labour law.

When photographing or filming a child or using children's images for work-related purposes I must:

- Assess and endeavour to comply with local traditions or restrictions for reproducing personal images.
- Obtain informed consent from the child and parent or guardian before taking the photo or film. An explanation of how the photograph or film will be used must be provided.
- Ensure that images and associated information are honest representations of the context and facts, and are strictly relevant to the work of MSI.
- Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- Ensure file labels, meta-data or text descriptions do not reveal identifying information about a child when sending images electronically or publishing images in any form.

**I, \_\_\_\_\_ [insert name], acknowledge that I have read and understand MSIA's Safeguarding Code of Conduct, and will comply with all its provisions. I understand that if I breach the Safeguarding Code of Conduct I will be subject to disciplinary measures, including possible dismissal.**

---

(Signature)

---

(Date)