



## Fact sheet: Behaviours to encourage and avoid

### Do's

Have another adult with you, or at least within line of sight, when you are with a child or young person

Ensure that activities that give rise to one-on-one child/adult encounter is conducted in a manner and space in clear view of other people

Always obtain the permission of a parent/guardian before using a child's name, image or other record in any report, website or other publication.

Avoid favouring individual children and young people and treat them all equally

Restrict the transportation of children and young people in your car and ensure another adult is present

Avoid offering to, or receiving gifts from individual children and young people

Remain removed from personal relationships with children and young people

### Don'ts

Do not touch a child in an inappropriate or unnecessary fashion. Do not touch breasts, buttocks or groin, and avoid behaviour which could be construed as sexual.

Any steps you take to manage disruptive or unsafe behaviour should not degrade or isolate a child. Corporal punishment is never acceptable.

Do not contact a child directly via social media or mobile phone.

Do not provide assistance of a personal nature that the child can manage for him or herself (such as using the toilet or changing clothes) except where the child's developmental level is such that he or she requires assistance. Ensure the presence of another adult in such circumstances.

Do not swear or use of offensive language within earshot of children.

Do not become involved in inappropriate conversation or enquiries of a sexual nature.

### Do's

If a child acts outside acceptable limits, use oral directions to manage their behaviour. Physical restraint should only be used as a last resort or in an emergency.

Set and maintain appropriate boundaries. Take care not to form inappropriate relationships with a child, for instance, by placing yourself in a position where a child may come to rely on you emotionally, or by attempting to act as a surrogate parent.

Take great care in organising and arranging activities that involve overnight stays, including ensuring adults have child protection training and a WWCC and appropriate supervision is in place

### Don'ts

Do not enter changing rooms or toilets occupied by children when supervision is not required or appropriate.

When working with children and young people do not have in your possession, or provide alcohol, drugs or prohibitive substance.

Do not take videos or photographs of children or young people during Parish events without written consent of the parent or caregiver of the child. All images must be used in accordance with the principles of the Privacy Act 1988 and the policies of this agency.