



## MARONITE EPARCHY OF AUSTRALIA, NEW ZEALAND AND OCEANIA

### Fact sheet: Behaviours to Encourage and Avoid

*When working with Children, it is important to understand and adopt behaviours that are acceptable and promote positive interactions with Children, and to recognise behaviours which are damaging, inappropriate and which cross essential boundaries that need to be maintained, to ensure the safety and welling of Children*

#### Do's

Use positive, encouraging language towards a Child.

Encourage Children to voice their concerns, and ask their opinions when making decisions that affect them.

Encourage Children to interact with other Children and support that interaction.

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

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

Remain removed from exclusive relationships with Children

#### 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 give gifts to Children, particularly in a way that demonstrates favouritism.

## Do's

Avoid favouring individual Children and treat them all equally

Restrict the transportation of Children in your car and ensure another adult is present

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.

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.

## Don'ts

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

Do not spend unsupervised time with a Child, unless it is essential to do so, and if it is essential, ensure that it is as brief and minimal as possible.

Do not enter changing rooms or toilets occupied by Children when supervision is not required or appropriate. If supervision is required, ensure that another adult is present.

When working with Children do not have in your possession, or provide alcohol, drugs or prohibitive substance.

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

## Do's

Avoid offering to, or receiving gifts from individual Children

Complete a risk assessment when organising any activities involving Children. In the risk assessment, ensure to address matters such as ensuring adults have safeguarding and child protection training and a WWCC and appropriate supervision is in place

Always include parents or guardians or another adult in all communications once written consent has been obtained

## Don'ts

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

Do not communicate on an individual (one on one) basis via technology or social media (including mobile phone, text messages or email) with any Child unless you have obtained the written consent of that Child's parent or guardian