

CHAPTER 2

YOUTH SAFE CODE OF CONDUCT

INTRODUCTION

2.2.1 Defence is committed to ensuring the health, protection and wellbeing of all youth who engage with Defence. Clear definition, acceptance and adherence to the expected standard of conduct/behaviour by adults and youth is required to ensure a youth safe environment, where youth are protected from harm and which delivers a positive experience.

POLICY INTENT

2.2.2 The intent of this policy is to ensure that all youth who engage with Defence and all personnel who work with youth on behalf of Defence, understand, sign and adhere to a code of conduct.

2.2.3 Defence youth safe code of conduct policy is consistent with the following [National Principles for Child Safe Organisations](#):

- a. Principle 1: *Child safety and wellbeing is embedded in organisational leadership, governance and culture*
 - (1) *Key Action Area 1.4: A Code of Conduct provides guidelines for staff and volunteers on expected behavioural standards and responsibilities.*

DEFINITIONS

2.2.4 **Youth Safe Code of Conduct.** A youth safe code of conduct defines ethical, acceptable and unacceptable youth safe behaviours and provides a mechanism to:

- a. acknowledge the responsibility and record the commitment of a person to adhere to the code of conduct
- b. hold a person to account if they breach the code of conduct.

POLICY

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2.2.5 **Youth-Related Work Positions.** Commanders, managers and supervisors must ensure that adult personnel posted to or engaged by Defence in a youth-related work position (refer Section 5 Chapter 1) read and sign the *Defence Youth Safe Code of Conduct (Adult)* in annex A before undertaking any youth-related work on behalf of Defence. The code of conduct should be tailored to meet the Defence context in which youth are engaged and/or if appropriate, incorporated into a broader code of conduct associated with the role/position.

2.2.6 Defence Youth Programs. Commanders, managers and supervisors of Defence Youth Programs must ensure youth who participate in a Defence Youth Program read and sign the *Defence Youth Safe Code of Conduct (Youth)* at annex B prior to participating in the program. The code of conduct should be tailored to meet the Defence context in which youth are engaged and/or if appropriate, incorporated into a broader code of conduct associated with the program.

2.2.7 Education and Training Establishments. Commanders, managers and supervisors of education and training establishments must incorporate the codes of conduct in annexes A and B into instructor and/or recruit/trainee code of conduct as appropriate.

2.2.8 Code of Conduct Management. Commanders, managers and supervisors must ensure that:

- a. a signed copy of the code of conduct is stored in Objective or CadetNet as appropriate
- b. any breach of the code of conduct is managed in accordance with Section 3 Chapter 3.

DEFENCE YOUTH SAFE TRAINING

2.2.9 Head Joint Support Services Division (HJSSD) must ensure that the behaviours defined by the Defence youth safe codes of conduct at annexes A and B are incorporated into Defence youth safe training packages.

2.2.10 Unacceptable Behaviours. Unacceptable behaviour in the youth protection context is behaviour that, having regard to all of the circumstances, would be considered unlawful; offensive; belittling; abusive; or threatening to youth and/or adverse to their morale, health, safety and wellbeing, or otherwise not in the interests of Defence (annex C refers).

Annexes

- A. Defence Youth Safe Code of Conduct (Adult)
- B. Defence Youth Safe Code of Conduct (Youth)
- C. Definitions of Unacceptable Behaviour in a Youth Protection Context

Accountable Officer: Chief of Joint Capabilities (CJC)

Policy Owner: Head Joint Support Services Division (HJSSD)