Getting help

You can ask people for help to know what the Code of Conduct is about and to find more information.

You can talk to someone in your Church, including:

- Your Parish Priest
- A Safeguarding Officer
- Your supervisor
- Someone who you feel safe with

You can call someone by phone, including:

- Your Parish or Agency Office
- Your Safeguarding Officer
- The Safeguarding Program Office (08) 9221 7762

You can send someone an email, including:

- Your Parish Office or Agency Manager
- Your Safeguarding Officer
- Safeguarding (safeguarding@perthcatholic.org.au)
- People & Culture (peopleandculture@perthcatholic.org.au)

Further information can be found in:

- The Archdiocesan Code of Conduct.
- Integrity in Our Common Mission *(ACSL, November 2023).*

Catholic Archdiocese of Perth What is the Code of Conduct?

This Easy English format of the Archdiocese of Perth's Code of Conduct has been developed for our workers and volunteers.

Why I need to read this:

All people who serve the Church have a responsibility to behave in a way that follows the example of Christ. This means that in what we say and do, we should be:

- Kind and compassionate
- Honest and trustworthy
- Respectful of all people

What is a Code of Conduct?

To help us to know what is expected of us, the Church also has a Code of Conduct. The Code of Conduct sets out how we must behave and act towards one another.

You must follow the Code of Conduct if:

- ☑ You work or volunteer at the Church.
- ☑ You interact with children at the Church.
- ☑ You are a Church leader. For example, a parish priest or a Bishop.

We are committed to the NATIONAL CATHOLIC SAFEGUARDING STANDARDS

This Code of Conduct for the Church community of the Catholic Archdiocese of Perth supports the ACSL National Catholic Safeguarding Standards.

The Code provides rules for what you *must do.* For example:

☑ **You must respect people's rights**

All members of the Church Community have the right to be:

- treated with respect
- safe
- listened to and heard
- treated fairly and the same as other people
- given help when it is needed
- treated with dignity

☑ **You must keep children safe.** Children means anyone under 18 years of age.

A child is not safe if someone is hurting them. Hurting a child includes:

- physical actions
- saying things to make a child feel bad
- inappropriate sexual actions with a child.

You must tell someone if you think this is happening.

☑ **You must protect the safety and wellbeing of vulnerable people.** Vulnerable people include people who have a disability or are elderly.

The Code provides rules for what you *must not do.* For example:

☒ **You must not treat other people unkindly. It is not okay to shout, yell or hurt people.**

☒ **You must not hurt children, punish children, or give dangerous things to children, like alcohol or drugs. You must not do rude things in front of children or to them.**

☒ **You must not bully, harass or hurt vulnerable people. You must not do rude things in front of them or to them.**

What happens if I do not follow the Code of Conduct?

- If you do not follow the Code of Conduct, disciplinary action may be taken against you.
- Disciplinary action means that you may not be allowed to do certain things at the Church or for the Church community.