

Code of Conduct

At **LSC&PH** we truly care about people and want everyone to feel they belong, no matter what. We're here to create an unforgettable experience for everyone involved, and make sure we treat each other with kindness and respect. **So, let's dive into these guidelines together to bring out our best selves!**

Values

Care
Fun
Friendship
Belonging
Acceptance

Principles

1 Everyone has the right to reach their potential without harming others.

2 Offer programs that serve the common good and uphold ethical behaviour.

3 Fairness and support are a priority for all, especially those who feel excluded.

4 Social inclusion is a basic human right, embracing equality, equity, justice, diversity and freedom.

5 Every person is entitled to fundamental human rights.

6 Discrimination is rejected in any form.

My Commitment

Treat everyone with kindness and respect.

Embrace diverse opinions and cultures.

Avoid reinforcing stereotypes.

Promote cultural safety and inclusion.

Prioritise child safety and client protection.

Take responsibility for my wellbeing and others'

Perform tasks competently and responsibly.

Ensure everyone's health and wellbeing.

Report any breaches to program or organisation leaders.

Code in Action

Wherever we serve or have fun with participants, that's our workplace.

We believe in good judgment and ethical behaviour.

Our reputation rests on the skills and exemplary behaviour of each and every one of us.



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Summary

Since 1929 Lord Somers Camp and Power House (LSC&PH) has prided itself on serving others and strengthening communities. Through valuing people, we strive to make all individuals feel a sense of belonging, regardless of their personal circumstances. Our Code of Conduct is designed to enable all people to be at their best in every aspect of every LSC&PH engagement. Therefore, it applies to all LSC&PH representatives, staff, members, volunteers, participants, visitors, contractors, (LSC&PH People) and partner agencies alike.

Code Statement

The workplace is any location where LSC&PH People provide services or facilitate activities and programs with participants. Therefore LSC&PH People must exercise good judgement in complying with the requirements of this Code. Ethical behaviour in accordance with this Code of Conduct is the required standard of engagement for all LSC&PH People. The good standing of LSC&PH relies almost entirely on the skills and exemplary behaviours of its people.

Guiding Values

- Fun – we find fun in everything we do, and we learn through play.
- Friendship – We promote lifelong friendships through working together and the sharing of experiences.
- Care – We work in a voluntary capacity to care and support others without seeking recognition. We also care for ourselves.
- Acceptance – We accept other people, their values, and their differences. We offer equality of opportunity.
- Belonging – We provide a place where everyone can belong regardless of gender identity, age, culture, sexuality, or ability.

Guiding Principles

- Every person regardless of race, religion, gender, age, sexual and gender diversity, or other differences has a right to maximise their potential providing it does not infringe upon the rights of others.
- Social inclusion is a human right. An inclusive society is characterised by the fundamental values of equity, equality, social justice, human rights, and freedoms as well as the principles of tolerance and embracing diversity.
- Every society has an obligation to provide for and deal equitably with all its members and to make extra provision for those who are excluded or marginalised.
- Every person is entitled to fundamental human rights and is legally protected against discrimination based on age, disability, religion, race, sex, intersex status, gender identity and

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sexual orientation.

- LSC&PH provides programs and activities for the common good and always upholds ethical behaviour.

The Code of Conduct

I commit to:

- Complying with the laws, regulations, and codes relevant to LSC&PH and my role/duty/activity.
- Treating others with courtesy and respect during all interactions related to LSC&PH activities (including online/electronic interactions).
- Contributing to an environment in which different opinions, perspectives and cultures are valued and encouraged.
- Considering how my conduct might reinforce inappropriate stereotypes based on gender, race, age, political or religious belief, sexuality and any other discriminatory ground, and refrain from such conduct.
- Providing a safe environment for children, young people, other participants to whom LSC&PH provides programs and activities, volunteers, and staff, regardless of race, colour, sex, gender identity, sexual orientation, language, religion, political or other opinion, national, ethnic, or social origin, culture, property, disability, or other status.
- Abiding by the LSC&PH Child Safety and Client Protection Policy and Procedure in full.
- Upholding health and safety responsibilities in line with my position requirements and relevant policies and procedures. This includes using appropriate personal protective equipment when required for my role/ duty, not working when affected by fatigue, drugs, or alcohol, etc.
- Ensuring that I am in a fit state (physical, mental, or emotional) where I can perform assigned tasks competently and in a way that does not compromise or threaten the safety of self or others.
- Actively promote cultural safety and inclusion and enact the LSC&PH Diversity and Social Inclusion Policy.
- Ensuring my conduct does not endanger the health, safety or wellbeing of self or others.
- Reporting any suspected breaches of this Code of Conduct to one of the program or organisation leaders.

I will not:

- Discriminate against anyone else I deal with during my involvement with an LSC&PH program or activity.

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- Have unnecessary physical contact with other people.
- Breach any element of the Child Safety and Client Protection Policy.
- Act in a way that condones or fails to respond to inappropriate behaviour by other LSC&PH People
- Make written or oral comments which infer that they represent the views of LSC&PH, and which might reasonably be expected to become public without the appropriate authority to do so.
- Make vexatious or frivolous complaints or reports of suspected breaches of the Code of Conduct (i.e., a report known to be false, misleading, or groundless).

I understand that:

- Disciplinary action may be taken if found to have breached this Code of Conduct.

Policy Responsibilities

All LSC&PH People are responsible for applying the Code within their activities, functions, and duties.

The LSC&PH CEO is responsible for the implementation of the Code.

The Board is responsible for the review and update of the Code in alignment with LSC&PH values.

Other relevant policies and procedures

- Managing Breach of Code of Conduct Procedure
- Child Safety and Client Protection Policy
- Child Safety and Client Protection Procedure
- Occupational Health and Safety Policy
- Diversity and Social Inclusion Policy
- Anti-Discrimination, Harassment, and Bullying Policy and Procedure
- Social Media Policy

Policy review

This policy will be reviewed every two years by the Panda Committee with support from the Child Safety Committee and Inclusion Working Group, or sooner if warranted by internal or external events or changes.

Changes to the policy will be approved for implementation by the LSC&PH Board.