

Safer Schoolies Initiative 2018 Code of Conduct

The *Safer Schoolies Initiative* aims to enhance the safety of school leavers participating in end-of-school celebrations and the communities where they gather. The combination of inexperience, lack of supervision and excessive alcohol consumption has, in the past, led to incidents of anti-social behaviour that has placed young people at risk of harm and caused disruption to the local community.

By facilitating the provision of support services and diversionary activities, the *Safer Schoolies Initiative* assists in reducing the occurrence of these incidents and enhances safety.

The Queensland Government values the contribution of all workers who make the Schoolies holiday period safer and acknowledges the significant contribution made by volunteers, who donate their time over this period, and the importance role they play.

Behavioural principles, expectations and ideals

The Schoolies environment places young people and workers (volunteers and paid) in situations that can be difficult, emotionally and physically challenging, and even traumatic.

Whilst working at Schoolies, workers need to act with integrity and accountability, and demonstrate their capacity and maturity to support young people in this demanding environment.

Schoolies workers contribute to the safety and wellbeing of young people celebrating the completion of their schooling, however they are not to participate in any celebratory activities with young people.

As a Schoolies worker you will strive to:

- Work collaboratively with all organisations involved with Schoolies and act in the best interests of young people.
- Assist in the overall smooth running of official Schoolies activities and services.
- Assist young people who are:
 - suffering from, or at risk of, physical, psychological or emotional harm.
 - in need of any other relevant support.
- Provide data, information and/or feedback to inform the implementation of strategies and future planning of activities and services.

All Schoolies workers must:

- be at least 18 years of age
- have a valid Queensland Blue Card, issued by Public Safety Business Agency, before they start their role at Schoolies
- have attended training with their schoolies organisation.

Principles of the Code of Conduct

The core principals of the Safer Schoolies Initiative Code of Conduct are centred on:

1. Safety
2. Respect
3. Support
4. Communication
5. Ethical Conduct

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1. **Safety**

The safety of young people, your colleagues and yourself is of the utmost importance.

As a Schoolies worker, you should be aware of your surroundings and strive to create and encourage a safe and supportive environment for young people.

As a workplace, the Schoolies environment is unique and diverse and workers may need to make a personal assessment and choose whether a place or situation is safe. Your personal assessment will be respected.

As a Schoolies worker I will:

- Put safety first.
- Follow safety procedures to the best of my ability, particularly when confronted with substance affected young people, violence and/or harassment.
- Follow emergency evacuation instructions and if required and comfortable to do so, provide assistance as directed.
- Work only in accordance with my level of competency.
- Contact and report to my supervisor or police when confronted with a situation which threatens peoples' safety, I am unable to contend with or which is beyond my role and responsibility.

2. **Respect**

Young people will make a range of choices and display attitudes and behaviour during Schoolies that workers may not personally agree with. Workers should respect the diversity of the young people and their choices and act in the best interests of every individual engaging in Schoolies activities.

As a Schoolies worker I will:

- Respect the rights of young people to be treated as individuals with privacy rights. Generally you will not need to collect personal information. However, if you do need to collect or manage personal information behalf of the department, please ensure that you:
 - Only collect personal information you need to perform your functions
 - Always tell the person why you are collecting their information, what you will do with it and to whom (if anyone) you will disclose it
 - Ensure that the personal information is protected against loss or misuse (including unauthorised access, use or disclosure).
 - I will maintain confidentiality except where I am required or authorised by law to disclose confidential information.
- Assist in the creation of an environment free of fear, harassment, racism and exploitation.
- Respect the cultures, beliefs, opinions and decisions of others although I may not always agree.
- Not provide any unauthorised material. Unauthorised material is material not related to the service being provided.
- Take instruction from, and not obstruct, the Police and emergency services in any way in the execution of their duties.
- Report any illegal activity to the relevant authorities.

3. **Support**

All workers must recognise that their role is to provide support, when necessary, to all school leavers. The level of support is relevant to the specific situation encountered.

As a Schoolies worker I will:

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- Actively listen to young people and respond with empathy, support and guidance when needed, suggesting options to help resolve issues.
- Be aware of the networks and services available and refer young people appropriately.
- Understand that the choice of action remains up to the individual, unless the situation is life-threatening, or poses a serious risk of harm to self or others.
- Support fellow workers.

4. **Communication**

Communication is important in order to effectively assess and deal with a situation and engage young people.

As a Schoolies worker I will:

- Acknowledge the needs and concerns of the individual.
- Practice effective listening (e.g. ask open questions; be alert to non-verbal communication; stay calm and relaxed).
- Be aware of the young person's physical space and appropriate physical contact.
- Use non-discriminatory, respectful and non-judgemental language.
- Seek advice whenever appropriate.
- Work as part of a team and communicate effectively with my colleagues.

You should not talk directly with media representatives or comment on social media in an official capacity. All media enquiries should be referred to the appropriate personnel. Contact details for the correct media personnel will be provided by your direct supervisor.

5. **Ethical Conduct**

Whilst on duty, workers *must NOT*:

- Smoke or use tobacco products.
- Use, possess, or be under the influence of alcohol or illegal drugs at any time.
- Verbally harass or abuse any person, or use profanity.
- Take photos of young people on your own device, however, you are permitted to take the photo of a young person if it's with their device and at their request.
- Publish photos, procedures, comment or any material which could be interpreted as representing the *Safer Schoolies Initiative* on any digital media platforms e.g. Facebook, Twitter, YouTube, Snapchat Instagram.
- Utilise your position as a Schoolies worker to take advantage of any young person.
- Make any breach of the Code of Conduct.

Breaches

Any breaches of this Code of Conduct will be referred to the management of your organisation.

Further Information

For further information or queries about this Code of Conduct, please contact your direct supervisor.

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Agreement

As a worker at Schoolies 2018, I, _____ [please print name] agree to abide by the principals contained in this Safer Schoolies Initiative Code of Conduct.

The Department of Child Safety, Youth and Women is collecting your personal information for the purpose of ensuring that you have received the Safer Schoolies Initiative 2018 Code of Conduct and that you have been advised of your responsibilities under that Code. Your personal information will be managed in accordance with the Information Privacy Act 2009.

Signature of worker

Signature of witness

Date / / 2018

Date / / 2018

COLLECTED BY:

Organisation name

Date / / 2018