



CHILD SAFE AND CODE OF CONDUCT POLICY

The following sets out the terms and conditions for IMI ENTERTAINMENT Pty Ltd, studio and classes. The studio reserves the right to modify this policy as needed.

STATEMENT

IMI ENTERTAINMENT is committed to providing a safe, nurturing, creative and supportive environment for all children who participate in our programs / classes. As such, this policy has been created to cover our child safe and expected code of conduct from all staff, freelancers, contractors, adults, and children.

All members at IMI ENTERTAINMENT will adhere to the clauses following SAFETY AND CODE OF CONDUCT POLICY below:

- a) Always prioritise the safety and well-being of the children in our care. Any concerns or suspicions about the welfare of a child should be reported immediately to the designated authority or child protection agency.
- b) Ensure all facilities, equipment, and materials used by children are safe and appropriate for their age and developmental level. This includes conducting regular safety inspections and addressing any hazards or risks as soon as they are identified.
- c) Create an environment where children feel comfortable reporting any concerns or incidents that may affect their safety or well-being. Provide multiple channels for reporting and ensure that all reports are taken seriously and addressed promptly.
- d) All children are to be treated with respect and dignity. This includes using appropriate language, avoiding physical contact that can be perceived as threatening, and refraining from any behaviour that is considered abusive, neglectful, or exploitative.
- e) Act with integrity, being ethical, responsible, and accountable in all actions and relationships.
- f) NOT engage in any unlawful activity with or in relation to a child.
- g) Avoid any behaviour that could be perceived as discriminatory or biased, including comments about race, ethnicity, religion, gender, sexual orientation, or any other personal characteristics.
- h) Always maintain appropriate boundaries with children. This includes avoiding one-on-one interactions in private areas, such as bathrooms and other enclosed rooms, and ensuring that there are always at least two adults present when working with children.
- i) Obtain consent from parents or guardians before photographing or videoing children, ensuring that all images and videos are appropriate for the nature of the shoot and respectful.
- j) Refrain from providing children with gifts, favours, or special treatment that may be perceived in any negative behaviours such as favouritism, grooming or manipulation.
- k) Avoid any behaviour that may be perceived as inappropriate or sexual in nature, including any comments or gestures.
- l) Refrain from using physical discipline or punishment as a means of correcting children's behaviour.
- m) Act as positive role models for children, demonstrating positive behaviours and attitudes that promote kindness, respect, and empathy.
- n) Refrain from sharing personal information from instructors to parents, guardians, or children to avoid any potentials for negative online behaviours and miscommunications.
- o) Engage in open discussions of a mature and adult nature in the presence of children.
- p) Conduct background checks on all staff, freelancers, and contractors, including criminal history checks and reference checks. Ensure that all individuals who have contact with children have been properly screened and cleared.

- q) Encourage and support ongoing professional development and training for all staff and volunteers who work with children. This includes training on child development, appropriate communication, behaviour management, and recognising signs of abuse or neglect.

IMI ENTERTAINMENT is committed to upholding the Child Safe and Code of Conduct Policy in all our classes, programs and activities that involve children. We will provide ongoing training and support to all staff, volunteers, and other adults who interact with children to ensure they understand and adhere to this policy. Any violations of this policy will be taken very seriously and may result in disciplinary action, up to and including termination of employment or volunteer status and may be reported to appropriate authorities. IMI ENTERTAINMENT will conduct regular reviews of this policy to ensure it remains current and effective in protecting the safety and well-being of children in our care.

Last updated: 6th April 2023