

# Sight For All

## Vulnerable Persons Code of Conduct



Sight For All has an organisational commitment to the inclusion and protection of those who are vulnerable. This includes adults, children and young people.

### Definitions:

- 'Vulnerable persons' are defined as a people aged under 18 or other individuals who may be unable to take care of themselves or are unable to protect themselves against harm or exploitation.  
<https://www.acnc.gov.au/tools/topic-guides/vulnerable-persons-or-people>
- Sight For All uses the definitions of child: as a person being 15 years of age or under and a young person as aged 16-17 years.

The purpose of the Sight For All Vulnerable Persons Code of Conduct is to set out the standards of behaviour that Sight For All expects in the protection of children, young people and vulnerable people.

The Sight For All Vulnerable Persons Code of Conduct applies to all Sight For All Board Directors, employees, medical volunteers (Visionaries), non-medical volunteers, Ophthalmic Country Officers, Fellows, project participants, Eye Unit Directors, contractors, in-country representatives involved with Sight For All projects. It also includes Sight For All supporters attending hospital or clinic sessions.

All parties mentioned above are required to read, sign and abide by this Code of Conduct, in conjunction with Sight For All's Code of Conduct Policy.

### General obligations

I understand that the obligations listed below apply while I am representing Sight For All. This includes while I am in Australia or a partner country, when I am publicly displaying a connection to Sight For All (such as via social media or in wearing branded clothing or name badges) and in situations where I am recognised as a Sight For All representative.

### In signing the Sight For All Vulnerable Persons Code of Conduct I will:

- Conduct myself in a manner consistent with Sight For All's values, Code of Conduct Policy, Child and Young Persons Protection Policy and Protection of Sexual Exploitation, Abuse and Harassment Policy (PSEAH) Policy
- Treat all people (children, young people and adults) with respect regardless of their age, race, colour, gender, language, religion, opinions, nationality, ethnicity, social origin, property, disability or other status
- Not use language or behaviour towards children, young people or adults that is inappropriate, harassing, abusive, sexually provocative, intended to humiliate, demeaning or culturally inappropriate
- Not engage children, young people and/or vulnerable persons in any form of sexual activity or acts, including paying for sexual services or acts
- Having zero engagement of any sexual activity with children, young people or vulnerable people
- Ensuring that another adult is present when working in the proximity of children, young people and /or vulnerable persons
- Not transporting a child or young person in a vehicle of any kind, unless accompanied by another adult
- Not visit a child, young person or vulnerable person's home alone or invite unaccompanied children, young people or vulnerable persons into my home or accommodation, unless they are at immediate risk of injury or harm or in physical danger

- Not sleep close to an unsupervised child, children, young persons or vulnerable person unless absolutely necessary, in which case the supervisor's permission must be obtained, and ensuring that another adult is present if possible (noting that this does not apply to an individual's own children)
- Not use any form of physical punishment on children, young persons or vulnerable people
- Not do things of a personal nature that a child, young persons or vulnerable persons can do for themselves e.g. toileting, dressing or touching children, young persons or vulnerable persons in an inappropriate way
- Not use any electronic equipment, including computers, mobile phones, video cameras or social media inappropriately and never exploit or harass children, young persons or vulnerable people or access other child exploitation material through any medium
- Not hire children, young persons or vulnerable people for domestic or other labour, which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- Comply with all relevant Australian and local legislation, pertaining to the country in which Sight For All activities are being conducted. This includes during travel and includes labour laws in relation to child labour and the protection of vulnerable people
- Immediately report concerns or allegations of abuse and exploitation towards children, young people and vulnerable people in accordance with the Sight For All Child and Young Person Protection Policy and any relevant legislative reporting requirements. This includes reporting immediately to Department of Foreign Affairs and trade (DFAT) where DFAT funding is involved
- Use the Sight For All Reporting Form for Suspected Cases of Child Abuse or Mistreatment when making a report
- Immediately report concerns or allegations of sexual abuse or exploitation as outlined in the Sight For All PSEAH Policy. This includes reporting immediately to DFAT where DFAT funding is involved
- Use the Sight For All Reporting Form for Suspected Cases of Sexual Exploitation, Abuse and Harassment when making a report
- Immediately disclose all charges, convictions and outcomes of an offence, which occurred before or occurs during my association with Sight For All that relate to abuse and exploitation towards children, young people and vulnerable people
- Not condone or participate in any child related activity which is illegal, unsafe or abusive
- Not form a physical relationship with another Visionary, Fellow or local person, to avoid any risk of power imbalances
- Not engage in any fraternisation while engaged in direct delivery of DFAT project activities
- Be aware of behaviour and avoid actions or behaviours that could be perceived by others as abuse and exploitation towards children, young people and vulnerable people
- Be aware of behaviour and avoid actions or behaviour that could be perceived by others as sexual exploitation or abuse
- Not abuse my position within Sight For All at the expense of or to the detriment of others.

### **Photographing or filming children, young people or vulnerable people and use of images for work-related purposes**

I agree that while working or volunteering with Sight For All or being engaged in Sight For All related activities and when photographing or filming a child or young person, or using an image for work-related purposes, I will:

- Gain informed consent from the child or young person and their parent/guardian of the child or young person prior to taking images, and ensure that they understand how the images will be used
- Have assessed and endeavour to comply with local traditions and restrictions for the reproduction of images
- Ensure that photographs and filming taken depict children, young people and vulnerable people in a dignified and respectful manner and not in a submissive or vulnerable manner. Children and young people will be adequately clothed and not in poses that could be viewed as sexually suggestive

- Ensure that images are an honest representation and related to the work undertaken by Sight For All in the context of the setting
- Ensure that file labels, text relating to images do not reveal identifying information about the child or young person when sending images electronically or using the images in an form such as publications or social media
- Follow the requirements as set out in the Sight For All Personal Image Consent Procedure and use the Sight For All Personal Image Consent Form.

I have read the Sight For All Code of Conduct, Child and Young Person Protection, Human Rights, and PSEAH Policies and understand my responsibility to abide by these guidelines at all times to protect myself and the children, young people and vulnerable people I may come into contact with through my involvement with Sight For All. I understand that I must use common sense and avoid actions and behaviours that may be construed as child exploitation, child abuse or sexual abuse and exploitation.

I agree to abide by Sight For All's Code of Conduct Policy and the ACFID Code of Conduct, of which Sight For All is a signatory.

I understand that failure to comply with this code may result in disciplinary procedures, restriction of duties, termination of services, legal action or criminal investigation.

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments: Sight For All Child and Young Person Protection Policy, August 2023  
Sight For All Prevention of Sexual Exploitation, Abuse and Harassment Policy (PSEAH), Sept 2022