

Interplast Australia & New Zealand

Child Protection Policy

Policy Status:
Approved

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Frequency of Review:	2 years
Policy Owner:	Safeguarding Focal Point

Revisions to Policy

Significant Changes	Endorsed by CEO	Approved by Interplast Board
Initially approved.	6 November 2012	12 November 2012
Annual review and updates (wording changes, changes to reflect compliance & legislative updates, process updates)	2013-2017	
Substantial changes including: Updating against new DFAT Compliance Standards	5 October 2018	9 October 2018
Supporting tools and reporting templates (appendices) removed and consolidated into separate 'toolkit' Updating of responsibilities of different personnel categories Definitions and legislation updated Updated language around 'safeguarding' reflecting changes in sector Formatting of document. Updating to reflect recommendations and advice of DFAT and external CP consultant	25 January 2019	5 February 2019
Australian National Principles for Child Safe Organisations 2019 updated in legislation	12 July 2019	6 August 2019
CEO reporting details updated	29 January 2020	11 February 2020
Minor wording changes, updates to position titles and responsibilities, updates to requirements regarding national criminal history checks.	29 September 2021	12 October 2021
Updated to reflect new template and new definitions. Continued separation of procedures.	28 September 2023	10 October 2023

Minor word amendments and definitions updated by Safe Working Group	16 May 2024	N/A
Major update in line with DFAT's updated Child Protection Policy (2025), Protection from sexual exploitation, abuse and harassment Policy (2025) and related guidance notes.	07 October 2025	11 November 2025

Table of Contents

Revisions to Policy	2
Section 1: Purpose	5
Section 2: Scope.....	5
Section 3: Guiding Principles	6
Section 4: Child Protection Code of Conduct.....	7
Section 5: Policy	7
5.1: Context and approach	7
5.2: Recruitment and screening	7
5.3: Training, awareness and development	8
5.4: International programs and partnerships	9
5.5: Reporting and response processes	9
5.6: Communications and marketing	11
5.7: Codes of Conduct	11
Section 5: Monitoring and Review of this Policy	12
Section 6: Sanctions	12
Section 7: Related Documents and Legislation.....	13
Section 8: Definitions	15
Section 9: Appendices	18
Appendix A - Child Protection Code of Conduct.....	18
Appendix B – Reporting Flowchart.....	21

Section 1: Purpose

Interplast Australia & New Zealand (Interplast) has a zero-tolerance approach to child exploitation, abuse and harm and is committed to protecting the dignity, rights and safety of all children. Interplast recognises that by the nature of our work, children may be exposed to additional vulnerabilities and risks of exploitation, abuse and harm. This further highlights our responsibility to ensure a proactive approach to keeping children safe.

The purpose of this Child Protection Policy is to outline Interplast's principles, approaches, and obligations regarding the protection of children against all forms of abuse, harm and exploitation. This includes setting out the responsibilities of all Interplast personnel who may have interactions with children through the course of their engagement with Interplast and a Child Protection Code of Conduct in which all personnel are required to commit to prior to any engagement in Interplast activities.

The Child Protection Policy also protects Interplast personnel, partners, and other stakeholders by providing clear boundaries and behaviour guidelines to avoid ambiguous situations that may be misinterpreted.

This policy is to be read and used in conjunction with Interplast's [Safeguarding Procedure](#), which provides full details of this 'policy in practice' and outlines procedures related to:

- Recruitment and screening
- Training and development
- Code of Conduct
- International program planning and implementation
- Reporting and response processes
- Communication and marketing (including child photo and case study guidelines).

Interplast's Child Protection Policy forms part of Interplast's broader suite of safeguarding policies and other documents. These are listed in Section 7 of this policy.

Section 2: Scope

The Child Protection Policy applies at all times¹ to Interplast personnel, volunteers and observers involved in any Interplast activity (see Definitions in Section 8).

This policy is also applicable to all local partners engaged in Interplast activities in the countries in which Interplast works, with this policy being referenced in all partnership agreements. All local

¹ While the expectation of this policy is that those who are bound by it adhere to the policy's principles and requirements at all times, Interplast recognises that it does not have visibility of the behaviour and actions of those individuals at all times. As such, the intent of this policy is to clarify that it is an expectation that these behaviors and actions are followed regardless of whether an Interplast activity is being undertaken, and if Interplast becomes aware of any breach of the policy, even outside of the delivery of an Interplast activity, then Interplast reserves the right to undertake sanctions against the individual.

partners must also abide by their own relevant policies, international declarations, conventions, agreements and domestic legal frameworks that relate to child protection.

This policy also applies to third-party individuals and organisations who have been granted authority to fundraise for Interplast.

Section 3: Guiding Principles

At Interplast, we are committed to:

1. A zero tolerance for child abuse, harm and exploitation: Interplast will respond swiftly and effectively in accordance with the relevant domestic legal procedures and international obligations and practices in the case of any suspected or reported child protection incidents or concerns.
2. The recognition of children's rights: Interplast will promote children's rights to life, survival and development; participation; and non-discrimination in line with The United Nations Convention on the Rights of the Child (UNCRC).
3. The best interests of the child: Interplast values, respects and listens to children and their concerns to ensure the best interests of children are key in any decision making related to Interplast's work.
4. Making safeguarding and protecting children a shared responsibility: Interplast recognises it is everyone's responsibility to maintain vigilance, practise risk management, and promote optimum life chances for children.
5. Do no harm: Interplast acknowledges that its work is associated with child protection risks. The organisation is committed to actively identifying and minimising preventable risk of harm and mitigating the impacts of unavoidable risks as they arise.
6. Promoting inclusion and equity: Interplast recognises that children have diverse experiences due to differing circumstances, abilities, sex, gender, ethnicity, and social, economic and cultural backgrounds. Efforts will be made to overcome discrimination and increase equitable access and inclusion for all children.
7. Mandatory and immediate reporting: Interplast will enforce mandatory and immediate reporting of all concerns, suspicions of, alleged and known incidents of abuse, harm and exploitation of children. Interplast will also encourage reporting by providing clear and accessible reporting mechanisms and support for all who report, including for children.
8. Taking a proactive stance against modern slavery: Interplast condemns all forms of modern slavery and takes a rights-based approach in managing its risks in all of Interplast's operations, with a recognition that children have a heightened vulnerability to these forms of exploitation.

These guiding principles are embedded throughout Interplast's activities, operations and governance and leadership structures.

Section 4: Child Protection Code of Conduct

Interplast has developed a Child Protection Code of Conduct that establishes the expectations about appropriate conduct and behaviour towards children and young people for all Interplast personnel and observers undertaking Interplast-related activities, and in their broader life.

All Interplast personnel and observers are required to sign the Interplast Child Protection Code of Conduct on commencement of their engagement with Interplast and annually thereafter. All signatories agree to abide by the commitments of the Interplast Child Protection Policy, and related documents and legislation. Signatories are aware that any failure to comply with the standards of the Child Protection Policy and Child Protection Code of Conduct may result in disciplinary action including termination from any current or future engagements with Interplast and/or referral to appropriate regulatory and enforcement agencies.

A full copy of Interplast's Child Protection Code of Conduct can be found in Appendix A.

Section 5: Policy

5.1: Context and approach

Interplast programs facilitate positive outcomes for children by improving access to quality healthcare services and thereby providing opportunities for children to participate fully in family and community life.

There are several significant factors in the way Interplast delivers its programs which are important to recognise to keep children safe:

- programs may involve Interplast personnel having direct contact with children that is of a clinical nature.
- programs may also involve indirect contact with children including the depiction of children in a clinical setting (for example, use of case studies in medical training).
- as trusted and accessible professionals, local partners (often medical professionals), with whom Interplast works with to deliver programs, may also play a role in their local community in keeping children safe.
- children who are not direct patient beneficiaries may also come into contact with our programs as family members (siblings/children) of patients, or children within the broader community where Interplast volunteer teams are visiting and working.

5.2: Recruitment and screening

Interplast is committed to child-safe recruitment, selection and screening practices to protect children from harm inflicted by Interplast personnel, observers and other associates, both intentionally and unintentionally. Interplast recognises that those who seek to harm children may specifically seek out positions with aid and development organisations, as this gives them an avenue to work within vulnerable communities.

Interplast's child-safe recruitment, selection and screening practices are documented in detail in our Safeguarding Procedure. These apply to all Interplast personnel, observers and other associates, and include:

- addressing child protection in job advertisements and interviews, including with the use of targeted messaging and questioning about child safeguarding. This occurs throughout the recruitment process and is included in onboarding and probation reviews.
- national criminal history checks completed by Interplast on commencement and at periodic intervals, for each country in which the individual has lived for 12 months or longer over the last 5 years, and for the individual's countries of citizenship
- working with children checks (WWCC), working with vulnerable people checks or local equivalent, completed on commencement and at periodic intervals, relevant to their home Country and State (unless exempt)²
- reference checks including specific questioning about child safeguarding concerns or issues
- mandatory reading of Interplast's Child Protection and PSEAH Policies, and signing the Child Protection Code of Conduct (see appendix) on commencement and annually thereafter (volunteers will sign before any engagement with Interplast program activities, or annually, if they attend more than one program activity per year)
- ongoing monitoring of all personnel of their adherence to Interplast's Child Protection and PSEAH Policies and Code of Conduct, including appropriate sanctions and termination of current and future engagements with Interplast where necessary
- documented requests for all personnel and observers to disclose whether they have been charged with child exploitation offences, and their response and signed declaration, on commencement and at periodic intervals.

5.3: Training, awareness and development

As part of induction/onboarding and pre-mobilisation processes, all Interplast personnel and observers are provided with Interplast's Child Protection Policy, Child Protection Code of Conduct and relevant information pertaining to these documents. Included in this process is the requirement to complete Interplast's online Child Protection and Safeguarding training modules prior to commencement of engagement, and annually thereafter.

All employees and Board Directors will complete ACFID's Introduction to Safeguarding module in addition to this and provide evidence of course completion for Interplast records. All employees and Board Directors will also receive annual refresher training in child protection. Interplast's Safeguarding Focal Point will also be supported to attend child safeguarding training opportunities delivered externally to remain informed on current best practice. Any information and learnings gained from these external training opportunities will be shared with others through team workshops and the Safeguarding Working Group.

² Suitable exemptions are exemptions granted to workers under relevant legislation, residents of overseas countries where no equivalent is available.

Volunteers, observers and other program participants will undertake specific training relating to their roles and responsibilities relating to the delivery of Interplast programs and will be provided with a range of resources to keep children safe during delivery of Interplast activities overseas.

All third-party individuals and/or organisations who have been granted authority to fundraise for Interplast, will be provided with a copy of the Child Protection Policy. Specific conditions related to the use of Interplast branding, including images and content depicting children, will be stipulated within relevant contracts or agreements.

5.4: International programs and partnerships

In the planning and delivery of international programming, Interplast utilises a range of processes and tools to ensure the safety of children. This includes:

- undertaking a Child Protection and Safeguarding Risk Assessment for all activities
- ensuring that all program personnel and observers have been recruited, screened and trained in accordance with Interplast policy
- providing plain language and (where relevant) translated information on Interplast's child protection commitments and reporting mechanisms and support available for local partners and program beneficiaries in the course of activity delivery
- ensuring that program participants (employees, volunteers and local partners) have up to date information available to them on local support and reporting contacts available in the country they are working in
- specific prompts in pre-departure briefings, post-activity debriefings and reporting focused on child safety concerns, risks and incidents.

Interplast has a written agreement in place with all implementing partners, which includes expectations and obligations related to child protection. This includes being aware of and agreeing to comply with Interplast's Child Protection Policy and Child Protection Code of Conduct, including all reporting requirements. Furthermore, agreements stipulate a commitment to work with Interplast to ensure that children are kept safe through the course of program activities. Interplast also works to the full extent of our influence, with local partners to strengthen their own child-safe standards as appropriate to their context.

5.5: Reporting and response processes

Interplast will take all concerns and reports of child abuse, exploitation, intentional harm and/or non-compliance of this policy seriously and act on these immediately. There is zero tolerance of inaction by Interplast personnel, observers and program partners.

Our reporting and response processes for child protection incidents aim to ensure procedural fairness for all parties, include trauma-informed responses and maintain transparency and timeliness in our investigation processes. These seek to encourage safe and accessible reporting for all (including children) and protect those who raise concerns.

Any Interplast personnel, observers or local partners who develop a suspicion or awareness of a suspected, alleged or known case of child exploitation, abuse or harm has occurred must report their

concerns immediately to the Safeguarding Focal Point or the Chief Executive Officer (CEO). Reports may be emailed to the dedicated email address ceo@interplast.org.au, which is received by the CEO only.

In most instances, reporting is mandatory. Discretion about whether to report an incident cannot be exercised. If in doubt about whether reporting is mandatory, please consult with the Safeguarding Focal Point or CEO.

Failure to report any suspicion of abuse or exploitation of a child is a breach of this policy and could lead to disciplinary action being taken (see Section 6: Sanctions).

All incidents, allegations or suspicions of child exploitation, abuse and harm must be made to DFAT immediately (within 24 hours) as per the mandatory reporting requirements outlined in the DFAT Child Protection Policy (2025). This is to be done using the DFAT Incident Notification Form (<https://www.dfat.gov.au/sites/default/files/child-incident-notification-form.pdf>) and emailed to childprotection@dfat.gov.au or communicated via phone on +61 2 6178 5100. This applies regardless of how the activity was funded.

Any incidents or allegations that may involve a criminal aspect should also be reported through locally appropriate law enforcement channels.

Where a concern relates to suspected wrongdoing by the CEO, concerns must be raised directly with the President of Interplast's Board of Directors. The Interplast office can be contacted on 03 7042 5460, and a phone number or other contact method will be provided. Reports and concerns can be made in person, by telephone or in writing. Further details on this process can be found in the Safeguarding Procedure.

Any incidents, allegations or suspicions of child exploitation, abuse and harm may be reported to Interplast by members of the Australian public or other Australian or international stakeholders, including children. Interplast will ensure that organisational complaints mechanisms remain current, responsive, and accessible to all (including children). Reports will be handled in accordance with our Whistleblowing Policy and/or Complaints Handling Policy, as appropriate.

Interplast's Whistleblowing Policy and Safeguarding Procedure provide further information about the reporting and investigation of child protection incidents including:

- how to raise a concern
- confidentiality for those reporting
- protection for those reporting
- protection for those identified as victim-survivors
- fair treatment for those who are subject to a report
- the process of investigating a report and potential outcomes.

Appendix B: includes a flowchart summary of the reporting process, including what should be reported and when, and what may happen following a report. Full details of the reporting and response process can be found in the Safeguarding Procedure.

Any breach of strategic significance or any material risk associated with this policy will be promptly reported to the Board of Directors as soon as practicable, and any emerging risks will be recorded on

the organisational risk register. This register is reviewed by the Board twice a year, with new and emerging risks being reviewed regularly by the Audit & Risk Committee of Interplast.

For any issues relating to concerns and incidents perpetrated against individuals over eighteen years of age, Interplast's PSEAH Policy becomes the primary policy document.

5.6: Communications and marketing

Interplast recognises our responsibility to keep children safe when using their images or personal information for marketing and communication purposes. Accordingly, Interplast will, at all times, portray children in a respectful, dignified, appropriate and consensual way.

Interplast has a comprehensive Case Study and Photography Policy and associated procedures which detail specific requirements relating to the depiction of children, processes relating to obtaining informed consent, and approval processes for use of images and stories. These requirements on the obtaining and use of children's images align with the ACFID Code of Conduct and the DFAT Child Protection Policy (2025) and its associated Use of Images and Social Media Guidance Note.

Further details can be found in the Case Study and Photography Policy and corresponding procedure.

Interplast will request the immediate removal of any images or personal information that is deemed inappropriate in accordance with this policy and related guidelines, when representing Interplast and its work. Refusal to follow this request will see Interplast revoke any authority previously granted to represent or support Interplast.

5.7: Codes of Conduct

In addition to Interplast's Child Protection Code of Conduct (Appendix A), Interplast also maintains an organisational Code of Conduct which specifies the standards of behaviour that can be expected of all Interplast personnel, observers and associates engaged in Interplast activities. Prior to engagement in Interplast programs, all volunteers and observers are also required to read and agree to abide by our Program Participant Protocol and Agreement.

These agreements and codes of conduct support the Child Protection Code of Conduct by:

- Specifically outlining expectations and behavioural standards. For example, in relation to non-engagement in transactional sex or fraternisation with primary stakeholders, advancing the safeguarding of those who are vulnerable, and reporting any known, suspected, actual or potential examples of unethical conduct
- Being expressed in plain English and being readily available to review
- Being read and signed annually by employees, consultants and Board Directors. Volunteers and observers will sign before they have any engagement with Interplast program activities, or annually, if they attend more than one program activity per year.

Each Code of Conduct signatory is expected, upon becoming aware, to immediately report any concern, suspicion or breach of this Policy as part of their obligations under Interplast's Codes of Conduct.

Section 5: Monitoring and Review of this Policy

Interplast's Child Protection Policy will be reviewed every two years, and more often if a specific reason to review is presented. Oversight of this policy sits with Interplast's Chief Executive Officer and managed operationally by Interplast's Safeguarding Focal Point. The internal Safeguarding Working Group, which is represented by Interplast's programs, fundraising & communications and finance teams, will meet quarterly, to discuss the policy in practice and raise any areas of concern or suggest updates.

A two yearly review of this policy will incorporate organisational learning as a result of child protection risk assessments and management plans; incident reports; changes in our partner policies/procedures, and/or the scope of Interplast's project work.

The Safeguarding Working Group and Safeguarding Focal Point will manage the review. Personnel, Board members and partner organisations will be consulted. Any recommendations with respect to improving the Child Protection Policy may be discussed with the Safeguarding Focal Point at any time. All Interplast personnel are encouraged to be proactive in identifying suggestions for improving child safeguarding practices.

Section 6: Sanctions

Where there is an allegation of this policy, or the Child Protection Code of Conduct having been breached by any Interplast personnel or observer, the Interplast CEO will consider sanctions that may include temporary or permanent suspension, transfer, removal from a program, demotion or dismissal.

During any formal investigation period, while any case is being assessed or where a child's safety is at risk, an employee may be suspended (on full pay), or a volunteer or observer may be removed from an Interplast activity. It is important to note that this action is to be taken as a matter of precaution, not a judgement of guilt.

Where an investigation by the relevant authorities finds that this policy and/or the Child Protection Code of Conduct was breached by an employee, the CEO will consider sanctions that include suspension, transfer, demotion and/or dismissal and legal recourse may be taken if appropriate.

A volunteer or program observer found to have breached this policy and/or the Child Protection Code of Conduct, will not be accepted for any further Interplast activities and legal recourse may be taken if appropriate.

Where a potential program participant, who is an overseas resident or citizen (such as local medical personnel in a partner country), is suspended from duty in their home country due to a child protection or safeguarding concern or allegation, they will not be included in any program activity in until the allegation has been investigated and cleared.

If Interplast receives a complaint about a local partner, Interplast will notify the partner organisation and expect a timely and appropriate response. Interplast should make all efforts to assist the partner to ascertain its obligations under local law. Where appropriate, Interplast may work with the partner to address the issue through an appropriate independent investigation. If the outcome is that child

exploitation, abuse or harm has occurred, ongoing work with the partner cannot involve the individual(s) concerned. If there is reason to believe that an allegation of child exploitation, abuse or harm has been dealt with inappropriately by a partner, then they risk withdrawal of funding and/or ending of any existing or potential future partnerships with Interplast.

Interplast will also consider sanctions when any partner organisation or third-party individual with authority to fundraise for Interplast are alleged to have breached this policy or the Child Protection Code of Conduct. Sanctions may include voiding any ongoing partnership agreement or ceasing to accept donor funds.

Disciplinary action will be taken against any Interplast personnel, observer or partner organisation staff member found to:

- Have failed to report a child protection concern
- Have intentionally made a false and malicious allegation

Further details on disciplinary actions and relevant sanctions are outlined in the Safeguarding Procedure.

Section 7: Related Documents and Legislation

Interplast adheres to child protection laws which prohibit the abuse and exploitation of children, both in Australia and overseas. These include the laws in countries where Interplast's programs are implemented, and international laws and conventions in relation to all forms of child abuse and exploitation, including child sex tourism, preparatory laws, child sex trafficking, child labour and child pornography.

Interplast's child protection and safeguarding principles and practices are underpinned by those principles and practices outlined in the Department of Foreign Affairs and Trade (DFAT) Child Protection Policy (2025).

Interplast principles and practices are also informed by the ACFID Code of Conduct, in particular, Commitment 1.4, We advance the safeguarding of children.

Interplast also recognises, and where relevant to our work, is committed to upholding the following Australian legislation and international conventions and frameworks:

- The United Nations Universal Declaration of Human Rights 1948
- The United Nations Convention on the Rights of the Child 1989
- Australian National Principles for Child Safe Organisations 2019 (national)
- Commonwealth Child Safe Framework (Second Edition) 2020
- The National Framework for Protecting Australia's Children 2021–2031
- The National Strategy to Prevent and Respond to Child Sexual Abuse 2021-2030
- Criminal Code Act 1995 (national)
- Relevant State and Territory legislation

Interplast regularly reviews the local context of its partner countries in relation to local national child protection legislation and policies and updates its resources, so that volunteer teams and local partners have easy access to this information.

Name of document/legislation	Location/hyperlink
Safeguarding Procedure	Interplast Key Documents
Protection from Sexual Exploitation, Abuse and Harassment (PSEAH) Policy	Policies and Guidelines Interplast Australia
Whistleblowing Policy	Policies and Guidelines Interplast Australia
Complaints Policy	Policies and Guidelines Interplast Australia
Grievance Resolution Policy	Interplast Key Documents
Child Protection Code of Conduct	Policies and Guidelines Interplast Australia
Privacy Policy	Policies and Guidelines Interplast Australia
Recruitment Policy	Interplast Key Documents
Case Study and Photography Policy and Procedures	Policies and Guidelines Interplast Australia
Ethical Fundraising Policy	Policies and Guidelines Interplast Australia
Equal Employment Opportunity & Anti-Discrimination Policy	Interplast Key Documents
Code of Conduct	Policies and Guidelines Interplast Australia
Child Safe Declaration Form	Interplast Key Documents
Program Participant Protocol and Agreement	Interplast Key Documents
Incident Management Framework	Interplast Key Documents
Human Resource Manual	Interplast Key Documents
Induction Checklist	Interplast Key Documents
Criminal Code Act 1995	https://www.legislation.gov.au/C2004A04868/2018-12-29/text

Australian National Principles for Child Safe Organisations 2019	https://childsafe.humanrights.gov.au/national-principles/download-national-principles
Commonwealth Child Safe Framework (Second Edition) 2020	https://www.childsafety.gov.au/system/files/2024-05/commonwealth-child-safe-framework-2nd-edition.PDF
The National Framework for Protecting Australia's Children 2021–2031	https://www.dss.gov.au/child-protection/resource/national-framework-protecting-australias-children-2021-2031
The National Strategy to Prevent and Respond to Child Sexual Abuse 2021-2030	https://www.childsafety.gov.au/resources/national-strategy-prevent-and-respond-child-sexual-abuse-2021-2030
United Nations Universal Declaration of Human Rights 1948	https://www.un.org/sites/un2.un.org/files/2021/03/udhr.pdf
United Nations Convention on the Rights of the Child 1989	https://www.unicef.org.au/united-nations-convention-on-the-rights-of-the-child
DFAT Child Protection Policy 2025	https://www.dfat.gov.au/about-us/publications/child-protection-policy
ACFID Code of Conduct	https://acfid.asn.au/code-of-conduct/

Section 8: Definitions

Word / Phrase	Definition
Personnel	<p>Personnel includes all employees, consultants, volunteers, Board Directors, Committee members, Working Group members and Ambassadors that are engaged by Interplast to perform the work of Interplast.</p> <p>Volunteers include both professional (e.g. administrative roles) and medical volunteers (e.g. surgeons, anaesthetists, nurses or allied therapists), students, interns, or any other person who has entered into a volunteer arrangement or agreement with Interplast.</p>
Observer	<p>Observers are individuals accompanying an Interplast program, delivered by volunteers in a partner country (e.g. representing a donor organisation or students on an observational placement). Observers do not have a clinical role but may assist the clinical team by completing tasks related to program delivery.</p>
Partner	<p>Partner includes organisations that work with Interplast to implement a joint project with mutually agreed outcomes, and/or</p>

	<p>with whom Interplast has a signed partnership agreement and/or memorandum of understanding.</p> <p>Partner organisations may or may not be recipients of funds through Interplast.</p>
Beneficiary	<p>Beneficiary 1) a patient , family and community receiving treatment through an Interplast activity (this may include a consult only, surgery, allied health treatment or other clinical care, and could be provided by an Interplast volunteer, or a local partner clinician during an Interplast activity), or 2) local partner personnel or other participant participating in training delivered by Interplast.</p>
Stakeholder	<p>Stakeholders include all personnel, observers, partners, beneficiaries and supporters, community members in the country where we work, funders, international development peers and organisations, or any other individuals or organisations that connect with Interplast.</p>
Child or children	<p>In accordance with the United Nations Convention on the Rights of the Child: every human being below the age of eighteen years unless under the law applicable to the child, majority is attained earlier. For the purposes of this policy, a 'child' or 'children' is defined as a person under the age of eighteen years (irrespective of legal age in country of work).</p>
Child abuse	<p>Includes:</p> <ul style="list-style-type: none"> • <u>physical abuse</u>—the use of physical force against a child that results in harm to the child. Physically abusive behaviour includes shoving, hitting, slapping, shaking, throwing, punching, kicking, biting, burning, strangling and poisoning • <u>neglect</u> - the failure by a parent or caregiver to provide a child (where they are in a position to do so) with the conditions that are culturally accepted as being essential for their physical and emotional development and wellbeing • <u>emotional abuse</u> - refers to a parent or caregiver's inappropriate verbal or symbolic acts toward a child, or a pattern of failure over time to provide a child with adequate non-physical nurture and emotional availability. Such acts have a high probability of damaging a child's self-esteem or social competence • <u>sexual abuse</u> - the use of a child for sexual gratification by an adult or significantly older child or adolescent. Sexually abusive behaviours can include fondling genitals, masturbation, oral sex, vaginal or anal penetration by a penis, finger or any other object, fondling breasts, voyeurism, exhibitionism, and exposing the child to, or involving the child in, pornography • <u>ill-treatment</u> - disciplining or correcting a child in an unreasonable and seriously inappropriate or improper manner, making excessive and/or degrading demands of a

	<p>child, hostile use of force towards a child, and/or a pattern of hostile or unreasonable and seriously inappropriate degrading comments or behaviour towards a child</p> <ul style="list-style-type: none"> • online or digital abuse – any form of abuse (as above) that is enacted through a digital or online platform <p>Also includes a child or children witnessing any forms of such abuse against another child or adult.</p>
Child exploitation	<p>One or more of the following:</p> <ul style="list-style-type: none"> • committing or coercing another person to commit an act or acts of abuse against a child • possessing, controlling, producing, distributing, obtaining or transmitting child exploitation material • committing or coercing another person to commit an act or acts of grooming including online grooming • using a minor for profit, labour, sexual gratification, trafficking, forced labour or any other personal or financial advantage
Harm	<p>Refers to any detrimental effect on a child's physical, psychological or emotional wellbeing. This can be caused by financial, physical or emotional abuse, neglect, and or/sexual abuse or exploitation, whether intended or unintended.</p>
Victim-survivor	<p>Describes a person under the age of eighteen years who is, or has been, abused, exploited or harmed. This term adopts a rights-based approach in acknowledging both the harm suffered as a victim, and the resilience and agency of the child in coping with the aftermath as a survivor.</p>
Child protection	<p>An activity or initiative designed to protect children from any form of harm, particularly that arising from child exploitation and abuse.</p>
Contact with children	<p>Working on an activity or in a position that involves or may involve contact with children, either under the position description or due to the nature of the work environment.</p>
Informed consent	<p>Ensures the child and the parent/guardian/caregiver understand the implications, purpose and potential uses of photographs or videos.</p>
Safeguarding	<p>The process of taking measures to avoid or minimise negative impacts or potential negative impacts caused by our operations or activities. For the purposes of this policy, safeguards promote the welfare of children and/or other vulnerable people by minimising the risk of potential abuse, exploitation and harm.</p>

Section 9: Appendices

Appendix A - Child Protection Code of Conduct



1. Introduction:

Interplast Australia & New Zealand (Interplast) has a zero-tolerance approach to child exploitation, abuse and harm and is committed to protecting the dignity, rights and safety of all children. Interplast recognises that by the nature of our work, children may be exposed to additional vulnerabilities and risks of exploitation, abuse and harm. This further highlights our responsibility to ensure a proactive approach to keeping children safe.

Interplast's Child Protection Code of Conduct (Code) supports this by establishing clear expectations about appropriate conduct and behaviour towards children and young people for those who sign it. This is a requirement for all Interplast personnel, observers and others involved in Interplast activities, both when undertaking Interplast activities, and in their broader life. The Code works alongside Interplast's Child Protection Policy (Policy), which sets out the standards and guidelines related to Child Protection in all of Interplast's activities and operations. All signatories of the Code agree to abide by the commitments outlined in the Policy.

2. Signatory commitment:

All individuals that sign this Code have a responsibility to themselves and to others to behave respectfully, with integrity, in a collaborative manner, and to take full responsibility for their actions.

To achieve this, you must recognise that risk to the safety of children is inherent in the course of Interplast activities, due to the nature of programs (delivery of health services) and the vulnerability of the beneficiary population.

As such, I will:

- Ensure to be mindful of this risk in all that I do, during the course of my involvement with the Interplast program, and in my broader life.
- Treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
- Be aware of behaviour and avoid actions or behaviours that could be perceived by others as child exploitation and abuse.
- Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- Not engage children in any form of sexual activity or acts, including paying for sexual services or acts, where under the law(s) applicable to the child (and the child is below the age of consent, or the act(s) are an offence under relevant laws.
- Wherever possible, ensure another adult is present when working in the proximity of children.
- Not invite unaccompanied children into my home, hotel or a remote or isolated area unless they are at immediate risk of injury or in physical danger.
- Not sleep close to unsupervised children (noting that this does not apply to an individuals' own children).

- Not give or provide children with alcohol or illegal drugs.
- Not show favouritism through the provision of gifts or inappropriate attention (this does not apply to small token gifts to children receiving clinical treatment, such as Interplast teddy bears, balloons etc.).
- Not use any computers, mobile phones or video and digital cameras inappropriately and never to exploit or harass children or to access child pornography through any medium.
- Not use physical punishment or discipline on children.
- Not hire children 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, including labour laws in relation to child labour.
- Immediately disclose all personal charges, convictions and other outcomes of an offence that relates to child exploitation and abuse, including those under traditional law, which occurred before or occurs during association with Interplast.
- Ensure that I immediately report concerns or allegations of child abuse or exploitation in accordance with Interplast's reporting requirements.

Filming and photographing children and use of children's images for work related purposes

I further agree that, while working with Interplast or engaged in Interplast activities, and when photographing or filming a child or using children's images for work-related purposes, I must:

- Abide by the guidelines and standards set out in Interplast's Case Study and Photography Policy.
- Assess and endeavour to comply with local traditions or restrictions for reproducing personal photos.
- Obtain and note consent from an adult (18 years old and over) or a parent or guardian of a child (if they are younger than 18 years old). As part of this they must explain how the photograph or film will be used. Interplast will aim to receive written consent, however verbal consent will be accepted in line with the case study and photography policy. Assent is discussed and secured in age-appropriate ways.
- Ensure photographs, films, videos and audio files present children in a dignified and respectful manner.
- Ensure children should be appropriately clothed and not in poses that could be seen as sexually suggestive.
- Adhere to all other Interplast requirements relating to the publication of photos.

Where applicable, I will also ensure:

- Information that would enable a child's identity and exact location to be readily accessed will not be used in publications and/or file names, and no identifying data or information will be used with photos or attached to image files, including geolocation data, name and address of the child. When naming a child in a caption or story, name will be first name only, or pseudonym if required.

- Photos will be an honest representation of the context and facts. Interplast will not adapt illustrations to represent a different context or fact.
- Photos will only be used for the purpose stated at the time when informed consent and assent was obtained.
- Photos will not be sold, emailed or given to any other external individual or organisation without the prior consent of the child and parent/guardian concerned. This consent will be included in relevant documentation completed by program beneficiaries and participants.
- In the event of any doubt in the appropriateness and compliance of any image, film or story containing a child, consultation with Interplast's Safeguarding Focal Point and Chief Executive officer will be sought.

3. Code breaches:

Breaches of the Code of Conduct, or of Interplast policies and procedures should be reported to a senior manager or directly to the Chief Executive Officer as soon as practicable. This includes behaviours that violates any law or regulation.

Guidelines for reporting breaches are outlined in the Child Protection Policy.

4. Acknowledgement

I hereby acknowledge that I have read and understood the Interplast Australia & New Zealand Child Protection Policy and Child Protection Code of Conduct.

I further acknowledge that I understand all my obligations, duties and responsibilities under the Code and the associated expectations outlined in the Policy and acknowledge that violations of the Code and Policy may result in disciplinary action including termination from any current or future engagements with Interplast and/or referral to appropriate regulatory and enforcement agencies.

I certify that this is a true and correct statement by my signature below:

Full Name:

Position:

Signature:

Date:

