

BALLROOM FIT



Code of Conduct Applied in the delivery of all services

Everyone attending a Ballroom Fit class and event deserves to feel included. This Code of Conduct helps explain ways we can work together to keep everyone who attends a class or event safe and happy.

The Ballroom Fit environment is for everyone regardless of their disability, age, gender/gender identity, race, sexual orientation, physical appearance, religion, or whatever. We do not tolerate harassment of any kind. All Ballroom Fit activities are approached with professionalism and integrity.

In keeping with the above, coaches, assistant coaches and other volunteers shall always act with regard to principles of fairness and common courtesy.

Ballroom Fit expects coaches, assistant coaches and other volunteers will abide by the following Code of Conduct. With regard to abuse, discrimination and harassment such members will:

- Be ethical, fair, honest, and transparent in all their dealings with other people at Ballroom Fit classes and events;
- Treat all people with respect, dignity and courtesy, having proper regard for their dignity, rights and obligations;
- Be responsible and accountable for their conduct;
- Not knowingly, discriminate against, abuse, harass, ridicule, or embarrass anyone covered by this Code of Conduct;
- Be fair, considerate, and honest in all dealings with others;
- Respect the privacy of other persons, in line with the DanceSport privacy policy;
- Act at all times in a fair manner and in such a way as to ensure good relations with students, care workers, coaches, assistant coaches and other volunteers;
- Refrain from intimate relations with members whom they have a supervisory role or power over.
- Refrain from any form of victimisation towards others;
- Conduct themselves in a proper manner to the complete satisfaction of Ballroom Fit and not to bring themselves, Ballroom Fit or the public into disrepute or censure;
- Not disclose to any unauthorised person or organisation information that is of a confidential or privileged nature concerning Ballroom Fit or an individual connected with Ballroom Fit;
- Not promote, or pass on, exchange or publish information whereby that information may be of a confidential, offensive, scandalous, unsubstantiated or derisive type;
- Always place the safety and welfare of children above other considerations;
- Comply with all relevant Australian laws (Federal and State), particularly antidiscrimination and child protection laws; and
- Immediately report any breaches of the Ballroom Fit Code of Conduct to the appropriate authority.

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Purpose of this Code of Conduct

Ballroom Fit is committed to a fair and safe environment in all classes and events by providing an environment free of discrimination and harassment, where individuals are treated with respect and dignity, and where children are protected from abuse. Ballroom Fit will not tolerate behaviour which constitutes abuse, discrimination or harassment under any circumstances and will take disciplinary action against anyone who breaches this Code of Conduct and any legal requirements.

This Code of Conduct aims to provide the best possible environment in which its students, support workers, coaches, assistant coaches and other volunteer workers to ensure peak performance of all dancers in our classes and events. This Code of Conduct attachments provide the procedures that support our commitment to eliminating discrimination, harassment, child abuse and other forms of inappropriate behaviour. As part of this commitment, Ballroom Fit will take disciplinary action against any person or organisation bound by this policy if they breach it.

Copies of the Code of Conduct and its attachments can be obtained by request at email address:

info@ballroomfit.com.au

Who this Policy Applies To

This policy applies to the following, whether they are in a paid or unpaid/voluntary capacity:

- coaches, assistant coaches and other volunteers

Individual Responsibilities

Individuals bound by this policy are responsible for:

- Making themselves aware of the policy and complying with its standards of behaviour;
- Being accountable for their behaviour;
- Complying with our police clearance requirements and any state/territory Working with Children Checks;
- Placing the safety and welfare of children above other considerations;
- Following the procedures outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment or other inappropriate behaviour; and
- Complying with any decisions and/or disciplinary measures imposed under this Code of Conduct.

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What is a Breach of the Code of Conduct

It is a breach of this Code of Conduct for any person to have been found to have:

- Done anything contrary to this Code of Conduct;
- Brought Ballroom Fit into disrepute;
- Discriminated against or harassed any person;
- Victimised another person for reporting a complaint;
- Engaged in a sexually inappropriate relationship with a person that the person supervises, or has influence, authority or power over;
- Disclosed to any unauthorised person or organisation any Ballroom Fit information that is of a private, confidential nature; and
- Failed to follow Ballroom Fits Code of Conduct for the protection, safety and welfare of children.

Ballroom Fit believes that it is best if our coaches, assistant coaches and other volunteers are held to the standards above. Should a coach, assistant coach or other volunteer breach the code of conduct disciplinary action will follow. Should feel uncomfortable at any time in a class or event, or have any harassment-related complaints, the principle (Darryl) and/or head coach (Caesar) will hear and address your concerns. We will treat these issues with the strictest confidentiality. Your courage in coming forward can keep incidents from being repeated.

We wish everyone a joyful experience when attending a Ballroom Fit class and event. We appreciate your cooperation in assisting us to provide an environment in which everyone can achieve their full potential.

Review of the Policy

This policy will be reviewed:

- Every two years
- Following Feedback and Incident Reports relating to the Code of Conduct
- If at any time the legislative, policy or funding environment is so altered that the policy is no longer appropriate in its current form, the policy will be reviewed in due time and amended accordingly

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Head Coach: Caesar Chong E: caesarchong@hotmail.com P: 0408 011 868