

Hosting Code of Conduct

All host family members above the age of 18 years old must abide by this Code of Conduct.

Host parent/carers, including any host family member 18 years or older or any adult who resides with the host child/international student **MUST**:

1. Uphold the SOTW Ltd Child Safe Policy (Appendix M) at all times,
2. Respect the rights, dignity, diversity and worth of all Students of the World (STOW Ltd) children,
3. Establish and maintain a child-safe environment in the course of their hosting,
4. Treat children and young people with respect and fairness,
5. Act as positive role models in their conduct with children and young people,
6. Listen to the views, concerns and opinions of the SOTW Ltd children in their care throughout the course of the hosting experiences,
7. Comply with specific organisational guidelines on physical contact with children,
8. Be proactive regarding child safety, ensuring the child in their care is safe and immediately reporting any disclosures, allegations or concerns relating to child safety, according to the SOTW Ltd policy,
9. Follow state and federal legislation regarding mandatory reporting laws of child abuse and follow SOTW Ltd reporting procedures when participating in the program.

Host parent/carers, including any host family member 18 years or older **MUST NOT**:

1. Engage in any activity or behaviour that is likely to shame, humiliate, oppress, belittle or degrade children or young people,
2. Ignore or disregard any concerns, allegations or disclosures of child abuse,
3. Engage in any activity with a child or young person that is likely to physically or emotionally harm them,
4. Initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves,
5. Use physical and/or humiliating punishment as a form of discipline,
6. Develop a 'special' relationship or show favouritism, inappropriate familiarity with a child or otherwise exhibit behaviour that could amount to grooming behaviour e.g. gift giving (It is appropriate to give reasonable gifts to the exchange student where other children in the family are also receiving them (e.g. taking the family out for an ice cream, tickets to the movies) or for birthdays or similar,
7. Ask a child to keep any communication between themselves and an adult a secret,

8. Arrange contact, including online contact, with children or young people outside of the organisation's programs and activities. This is relevant to adults trying to contact students who were not directly involved with them during the program,
9. Breach the social media code of conduct outlined in this document,
10. Photograph or video a child or young person without the consent of the child and his/her parents or guardians,
11. Engage with children or young people while under the influence of alcohol or illegal drugs,
12. Engage in open discussion of a mature nature or adult nature in the presence of children,
13. Use inappropriate language in the presence of children,
14. Do anything in contravention of the SOTW Ltd Child Safe Policy (Appendix M), procedures or this Code of Conduct.

Social Media

SOTW Ltd understands that everyone has a right to use and post whatever they want on their personal social media accounts and through their online presence.

However, if you chose to be involved in the program and to make contact via any online avenue with your visiting student, we do expect that you strictly follow our rules regarding social media as outlined below.

Host parent/carers, including any host family member 18 years or older WILL:

1. Only post photos and/or videos of children with their freely given permission, and only if they and their natural parent/carers have signed the social media consent form,
2. Ensure that any rude, inappropriate or adult content that is visible on their social media is hidden from the view of children and young people,
3. Ask permission from the child to include them in any posts or comments on social media.

Host parent/carers, including any host family member 18 years or older WILL NOT:

1. Post images or video on social media without the consent of the child and his/her parents or guardians,
2. Force a child or young person to accept their request via social platforms,
3. Send rude, inappropriate or adult content to a student or young person,
4. Use social media or online avenues (including emails) to engage in discussion of a mature, nature or adult nature with children or young people,
5. Add or 'friend' a child or student participating in the program that is not being hosted by your family.
- 6.

Breaches of this Code of Conduct

Any breach to this Code of Conduct will result in instant exclusion from the SOTW Ltd program. This includes the removal of any child or young person that is placed in your care under the SOTW Ltd program and no future participation or involvement with the company.

SOTW Ltd has a strict zero tolerance of all forms of child abuse as well as a zero tolerance towards a failure by an adult to report child abuse.

Evaluation and review of Code of Conduct

Managing director at SOTW Ltd must conduct an annual review of this Code of Conduct and ensure it is updated with all current legislations and relevant policies surrounding child protection and safe participation for all children and adults involved in or participating in the program.

Next Review Date: 29th March 2019