



CHILD SAFETY AND WELLBEING STATEMENT OF COMMITMENT

The Isabella Rose Stage Company (IRSC) is fully committed to the safety, wellbeing, and inclusivity of all children associated with the company in every capacity.

IRSC enforces a strict zero-tolerance policy towards bullying, discrimination, and abuse, as outlined in our comprehensive Code of Conduct. We are dedicated to ensuring the cultural safety of Indigenous Australian children and those from culturally and linguistically diverse backgrounds. This commitment extends to the ethical and inclusive treatment of children with disabilities and those who identify as LGBTQIA+.

All staff members and individuals in leadership positions are fully aware of their duty of care and are expected to prioritize the safety and wellbeing of children in all their actions. Every staff member and leader must hold a valid Working With Vulnerable People (WWVP) card and is required to review and acknowledge this Statement of Commitment along with the Code of Conduct.

Our commitment is operationalised through the rigorous enforcement of the Code of Conduct, alongside continuous monitoring and assessment of individual behaviours to ensure compliance.

The Code of Conduct is subject to an annual review and will be updated as necessary to ensure that IRSC meets or exceeds the national standards for child safety and wellbeing.

SIGNED INTO EFFECT BY:

A handwritten signature in black ink, appearing to read 'Isabella Rose Briffa', is written over a horizontal line within a rectangular box.

Isabella Rose Briffa (*Artistic Director & Business Manager*)

DATE: 4.1.2025

CODE OF CONDUCT

This Code of Conduct outlines the expectations for all members, performers (cast), artists (cast) production staff (crew), and volunteers of the Isabella Rose Stage Company (IRSC). By adhering to this Code, you help to maintain the high reputation of both yourself and the IRSC. The Code is designed to foster a safe, enjoyable, and equitable environment for everyone involved. This Code may be amended as necessary, and IRSC will distribute updated copies upon request. All individuals involved in IRSC activities are expected to uphold both the letter and spirit of this Code.

Core Values and Conduct Expectations

IRSC is committed to promoting personal growth, happiness, and ethical standards. We require all crew members, cast and volunteers to conduct themselves with dignity, honesty, integrity, and respect toward others. The following principles must be adhered to:

- **Participation:** Engage fully and enthusiastically in your role within the Company.
- **Collaboration:** Work equally for yourself and the production, cooperating with all crew, volunteers and cast.
- **Respect and Professionalism:** Treat everyone with dignity and courtesy, and display professionalism in all activities.
- **Safety:** Take responsibility for your own health and safety and ensure your actions do not endanger others.
- **Compliance:** Abide by all relevant laws, regulations, and company policies, including the IRSCs policies and the Code of Conduct of any venue being used.

Inclusivity and Non-Discrimination

IRSC upholds a zero-tolerance policy for discrimination, bullying, and harassment in any form. This includes, but is not limited to, discrimination based on gender, ability, cultural or national background, religion, sexuality, or appearance.

- **Discrimination:** Any behaviour that assumes superiority or disadvantages individuals based on real or perceived identifications is strictly prohibited. IRSC opposes both direct and indirect discrimination.
 - **Direct Discrimination:** Treating someone less favourably because of one or more of the above characteristics.
 - **Indirect Discrimination:** Policies or practices that inadvertently disadvantage a group with shared characteristics.
- **Bullying:** This includes physical, verbal, sexual, exclusionary, discriminatory, or visual intimidation, whether in person or online.

Examples of this include:

- aggressive or frightening behaviour
 - threats of assault against a colleague or damage to their property or equipment
 - rude comments
 - standing in someone's way or deliberately blocking their path in an intimidating manner.
-
- **Sexual Harassment:** Unwanted, unwelcome, or uninvited behaviour of a sexual nature that makes a person feel humiliated, intimidated, or offended will not be tolerated.

Examples of this include:

- unwelcome comments about a person's sex life or physical appearance
- suggestive behaviour such as staring, leering at a person, or parts of their body
- sexual jokes, comments or innuendo
- offensive telephone calls, text messages, social media messages

- displaying offensive photographs, reading matter, graffiti or objects
- sexual propositions or continual requests for dates
- making promises or threats in return for sexual favours
- unwelcome physical contact such as touching or fondling
- stalking
- sexually explicit conversation
- touching or fiddling with another person's clothing
- indecent assault or rape (which are also criminal offences)

Health and Safety

All members and volunteers must prioritize a physically and emotionally safe environment. This includes reporting hazards, accidents, or injuries to the director, stage manager, or another member of the crew immediately.

Illegal or prohibited drugs are not to be consumed by members and volunteers while performing duties with IRSC. Alcohol may be consumed, in accordance with relevant legislation, to the extent it does not affect the comfort, safety or performance of any member, cast, crew member or volunteer nor harm the reputation of IRSC. In the case of activities involving minors, no Alcohol is to be consumed by members, performers, production staff and volunteers.

In the context of this provision, anyone exhibiting signs of intoxication, via alcohol or other illegal or prohibited drugs, will be prevented from commencing, recommencing, or continuing their activity.

Social Media and Online Conduct

IRSC desires to promote free and open online communication, but at the same time desires to protect its students and staff, along with its image, brand, and goodwill. IRSC crew, cast, parents/carers, volunteers, and other representatives are individually responsible for the content they publish on social media sites or anywhere online. It is important that IRSCs reputation is not tarnished by anyone using social media tools inappropriately, particularly in relation to any content that might reference IRSC. When someone clearly identifies their association with IRSC, and/or discusses their involvement in the company in this type of forum, they are

expected to behave and express themselves appropriately, and in ways that are consistent with IRSCs stated values and policies.

Please be aware that certain parents/carers or individuals may not have given permission for their own or their child's image to be published online, and be certain to check with IRSC crew prior to posting items of this nature.

Disciplinary Actions

IRSC approaches disciplinary matters with an emphasis on resolution and education. Complaints may be addressed through informal or formal processes, depending on their nature and severity:

- **Informal Resolution:** For less severe matters, individuals are encouraged to communicate with an IRSC Wellbeing Officer or other trusted executive crew member (holding a 'Manager' or 'Director' position) to assist in mediating discussions to clarify and resolve issues.
 - Informal procedures prioritize solutions and mutual understanding over the substantiation of formal allegations.
 - Mediation may be used to help all parties reach a consensual agreement to satisfaction.
 - All discussions during informal resolution are treated with confidentiality and sensitivity.
- **Formal Investigation:** If informal resolution is not appropriate or unsuccessful, or if the complaint involves serious allegations, a formal investigation will be initiated.
 - Formal complaints must be submitted in writing and will involve a thorough investigation conducted by an appointed Investigator. This may include interviews, evidence collection, and consulting relevant policies.
 - The process will adhere to the Australian Law, including that the perpetrator is aware of allegations and has an opportunity to respond.
 - All discussions during formal investigations are treated with confidentiality and sensitivity.


Possible outcomes of disciplinary actions may include additional training, written warnings, temporary suspension, or permanent removal from IRSC activities, depending on the findings of the investigation.

Code Purpose

The purpose of this code is to provide a clear framework within which all cast, crew, and volunteers are expected to conduct themselves. Everyone is therefore expected to meet certain standards of behaviour and to carry out their duties regarding these standards. Compliance with the Code of Conduct is designed to ensure the highest possible service and a high standard of professionalism from our artists, participants, and staff.

IRSC is dedicated to upholding both the letter and spirit of this Code, ensuring a safe and supportive environment for everyone involved.

SIGNED INTO EFFECT BY:

 Isabella Rose Briffa (<i>Artistic Director & Business Manager</i>) DATE: <u>4.1.2025</u>
--