

**POLICY:           Coder of Conduct - Members**

Current From:	November 2024	For Review:	November 2026
Version:	1.0	Replaces (last version):	-
Custodian:	Level 3 – Board	File/Lifesaving Unit	Corporate Services

### 1. Introduction

Section 4(1)(g) of the Royal Life Saving Constitution states that one of the objects of the Society is to *'build inclusive, diverse and engaged members'*

Royal Life Saving seeks to engage and empower Members to embrace the mission and embody the values of the organisation. A positive culture, characterised by mutual respect and inclusivity, is vital for achieving the best outcomes for our membership and the Society as a whole.

The purpose of our code of conduct is to clearly outline the expectations and standards of behaviour for all Members.

### 2. Commitment to the Code of Conduct

It is a requirement that each Member:

- familiarise themselves with this Code,
- agrees to it and,
- acts in accordance with this Code at all times during their membership.

If Members have concerns or are unsure how to proceed in any situation after reading this Code of Conduct, they are encouraged to seek guidance and/or support from, [members@royallifesavingwa.com.au](mailto:members@royallifesavingwa.com.au). All enquiries and questions are encouraged and will be supported.

### 3. Royal Life Saving Values

- **Community** – We value building and supporting communities with shared values, common purpose and deep commitments to diversity, equity, and inclusion.
- **Collaboration** – We value working together to create positive change, maximise social impact and achieve greater outcomes than we could alone.
- **Courage** – We value determination, bold decisions, evidence informed practice and doing the right thing above all else.
- **Care** – We value treating one another with care and compassion and embedding safety and wellbeing into everything we do.

#### **4. Code of Conduct**

Members will:

- act in accordance with Royal Life Saving policies and procedures at all times,
- perform any duties in a safe, responsible and effective manner, taking into account skills, experience, qualifications and position,
- respect the dignity, rights and freedoms of all Members and people who come into contact with Royal Life Saving,
- actively promote and consider the cultural safety and inclusion of all Members and people who come into contact with Royal Life Saving,
- treat all Members and people who come into contact with Royal Life Saving with honesty, courtesy and respect,
- provide a welcoming, inclusive, and safe environment where Members and people who come into contact with Royal Life Saving are encouraged to actively participate and 'have a say' on matters that are important to them,
- listen and respond to the views and concerns of all Members and people who come into contact with Royal Life Saving,
- challenge unacceptable behaviour and report allegations or suspicions,
- take all reasonable steps to protect people from harm in accordance with the Royal Life Saving Work, Health and Safety Policy,
- disclose any information of charges, convictions of abuse and all other offence history in accordance with the Royal Life Saving Child Safeguarding Policy,
- maintain confidentiality of personal and sensitive information gained through any duties in accordance with the Royal Life Saving Privacy Policy and
- obey the law.

#### **5. Breaches of the Code of Conduct**

If Members think this Code of Conduct has been breached by another Member:

- Act to prioritise the best interests of children
- Take actions promptly to ensure that children and young people are safe
- Promptly report allegations or suspicions of breaches of Code of Conduct to the Royal Life Saving Member Protection Officer.
- Maintain confidentiality when involved in a disciplinary process

#### **6. Disciplinary action, disputes and mediation**

Refer to PART 4 of the Royal Life Saving Constitution.