FLIPSIDE CIRCUS
Code Of Conduct

1. POLICY STATEMENT

Flipside Circus is committed to providing an environment free of discrimination and harassment where all individuals are treated with respect and dignity. Flipside will not tolerate discriminatory behavior or harassment under any circumstances and will take action against anyone who breaches this Policy.

Flipside Circus is committed to providing a safe and drug free environment. Flipside will not tolerate attendance of drug affected persons nor the use of illegal drugs at any activities conducted by Flipside and will take action against anyone who breaches this Policy.

Flipside is committed to ensuring that the safety, welfare and wellbeing of all performers and workshop participants, especially those under the age of 18, is maintained at all times during their participation in all activities run by Flipside.

2. WHO DOES THIS POLICY APPLY TO

This Policy applies to all persons associated with Flipside Circus including, employees, volunteers, trainers, performers, workshop participants, parents and caregivers. Within this document these persons are referred to as Flipside Participants.

This Policy applies to behaviour occurring both within and outside the course of Flipside's business, activities and events, when the behaviour involves Flipside Participants and negatively affects relationships within Flipside's management and work environment.

3. WHAT DOES THIS POLICY COVER

Discrimination and all forms of harassment are unlawful under Commonwealth and state law. People engaging in such conduct can have legal action taken against them under these laws. In some cases, legal action can also be taken against the organisation for which they work or represent. For this reason, Flipside has a legal responsibility to ensure that discrimination or harassment does not occur in the course of any of its activities.

Any criminal behaviour or offence will be reported to the appropriate authorities.

3.1 Discrimination

It is unlawful to treat anyone unfairly in key areas of public life on the basis of various attributes or personal characteristics.

A person must not be treated less favourably on the basis of an attribute (such as race, sex, age, marital status, sexuality, pregnancy or intellectual or physical impairment) than someone else without that attribute in the same or similar circumstances.

Indirect discrimination is also unlawful. A person cannot impose a requirement, condition or practice that is the same for everyone, but which has an unequal or disproportionate effect or result on particular

groups. Unless this type of requirement is reasonable in all the circumstances it is likely to be indirect discrimination, even if there was never any intention to discriminate.

3.2 Harassment
Harassment is unwelcome verbal or written comments, conduct, or gestures directed toward an individual or group of individuals that the harasser knows, or should reasonably be expected to know, is insulting, intimidating, humiliating, malicious, degrading or offensive.

Sexual harassment is behaviour that has a sexual element, that is unwelcome and could reasonably be expected, in the circumstances in which it occurs, to offend, humiliate or intimidate the person or people at whom it is directed.

Flipside Participants must not engage in any form of harassment, including:

- written, verbal or physical abuse or threats;
- unwelcome physical contact;
- the display of offensive materials;
- promises or threats in return for sexual favours;
- unwelcome sexual comments, jokes or propositions;
- homophobic comments or behaviour; or
- jokes or comments directed at a person's body, looks, age, race, disability, sexuality, marital status or pregnancy.

3.3 Victimisation
Flipside Participants must not subject any person to victimisation.

Victimisation means subjecting a person, or threatening to subject a person, to any detriment or unfair treatment because that person has or intends to pursue his or her right to make a complaint or support another person in making a complaint against another person.

3.4 Child Protection
Any person involved in the instruction, supervision or coaching of any performer or workshop participant under the age of 18 years will be required obtain, and provide evidence of, a suitability (Blue) card in accordance with the requirements of the Commission for Children and Young People Act 2000 (Qld) and the Commission for Children and Young People Regulations 2000 (Qld).

Flipside Circus must notify the appropriate authorities of:

(a) any applicants for employment that the organisation rejected as a result of risks identified through screening processes; and

(b) the name and other identifying details of any person against whom relevant disciplinary proceedings have been completed by the Flipside in relation to child abuse (sexual or otherwise) irrespective of the findings.

3.4 Drug and Alcohol Use
Drug use, either prescription or illegal durgs, and/or alcohol can seriously compromise the safety of the person affected and other participants. Persons taking prescription medication should inform the head coach of this and provide details of the medication.

The use of illegal drugs and alcohol at Flipside training and performance activities is prohibited. Flipside participants found to be under the influence of illegal drugs or alcohol or engaged in the use of illegal

drugs or alcohol at training or performing activities conducted by Flipside will be excluded from all activities.

4. ROLES AND RESPONSIBILITIES OF PARTICIPANTS

This section specifies the roles and responsibilities of all Flipside Participants. In some cases, particular classes of Participants have the additional roles and responsibilities that are also specified below.

4.1 All Flipside Participants

Flipside Participants must:

(a) comply with this Policy and the Flipside Code of Ethics;
(b) comply with safety requirements and instructions
(c) make any complaints about a breach of Policy in accordance with Flipsides Complaints Management Procedure;
(d) submit to the Complaints Procedure if an allegation is made against them;
(e) not make any frivolous or vexatious claim that another person is in breach of this Policy; and
(f) conduct themselves in a proper manner so as not to bring themselves, Flipside or the Circus generally into disrepute.

4.2 Management Committee

The Management Committee will ensure that Flipside;

(a) provides and promotes an environment free from discrimination and harassment in relation to its employment functions, its membership eligibility and any supply of goods and services;
(b) distributes, promotes and implements this Policy and the associated Complaints Management Procedure;
(c) encourages reporting of discrimination, harassment or child abuse, regardless of who the offender might be,
(d) provides appropriate training to those who manage and implement this Policy; and
(e) deals with complaints in an impartial, sensitive, timely and confidential manner.

4.3 Administration Staff

Administration staff must ensure that;

(a) this Policy and the associated Complaints Management Procedure are made available to all participants;
(d) complaints are managed and dealt with in an impartial, sensitive, timely and confidential manner.

4.4 Trainers

Trainers must:

(a) understand and respect that as a trainer he or she has considerable power and authority over participants and should not abuse it;
(b) avoid inappropriate intimate relationships with participants;
(c) not exclude or treat less favourably any participant from Flipside activities on the basis of an attribute or personal characteristic;
(d) always assume that there are lesbian, gay and bisexual people participating, even if they have chosen not to identify themselves, and make it clear that the trainer will not tolerate any prejudice based on sexual orientation; and
(e) avoid focussing on a participant's disability unless this is the only way that the trainer can find out what adjustments the participant requires.

5. COMPLAINT PROCEDURES AND DISCIPLINARY ACTION

Flipside has a Complaints Management Procedure and will deal with any complaints about breaches of this Policy promptly, seriously, sensitively and confidentially. Flipside recognises that natural justice is the minimum standard of fairness to be applied in the investigation and adjudication of a complaint.

Action will be taken by Flipside in relation to anyone who:

(a) is found to be in breach of this Policy;
(b) victimises or retaliates against a person who has complained of a breach of this Policy; or
(c) is found to have made a frivolous or vexatious complaint.

The action will depend on the seriousness of the complaint and may include options such as an apology, counseling, suspension, dismissal or other form of action.

6. CONFIDENTIALITY AND REPORTING

Flipside will keep confidential the names and details relating to complaints, unless disclosure is:

(a) necessary as part of the disciplinary or corrective process; or
(b) required by law .