



# Rostrum Voice of Youth Contestant & Member Code of Conduct Policy

## Conditions of entry:

Rostrum Voice of Youth (RVOY) applications are open to students aged 11 – 18. In the junior competition, students must be at least 11 and in years 7, 8 or 9 as at January 1<sup>st</sup> in the year of the competition. In the senior competition students must be under 18 and in years 10, 11 or 12 as of January 1<sup>st</sup> in the year of the competition. Entry criteria are non-discriminatory. Entrants may include Aboriginal peoples, people from a culturally and/or linguistically diverse background and children with a disability. In view of this, students need to be respectful and aware of their responsibility to give consideration to the diversity of audience members, including age. Adult themes may be discussed but must be dealt with sensitively.

## Zone Coordinator Responsibilities:

- 1) Zone Coordinators must be aware and abide by the legislation for legal requirements related to students in their zone.
- 2) Zone Coordinators need to have access to an updated list of Rostrum members/volunteers who have a Working with Vulnerable People (or alternative) registration in their zone.
- 3) As a matter of good practice, we require all our State and Regional Coordinators to hold registration.
- 4) Coordinators must allocate roles to Rostrum members/volunteers based on whether they hold a current Working with Vulnerable Persons registration (or equivalent). Those not holding such a qualification will be allocated roles where they are always visible to the public: chairmanship, adjudicators, timekeepers, caterers and presenters of certificates/awards.
- 5) It is strongly recommended that all short notice chaperones be registered under the legislation. The short notice preparation process must be designed to ensure that no single member is alone with student(s) during the preparation process. This may be achieved by having two members administering each room or by using glassed-in or open preparation venues.
- 6) Zone Coordinators have the responsibility to approve posting online communication with students, such as on Facebook. Members should avoid online contact with students unless it relates specifically to the administration of the RVOY program.

## Rostrum members/volunteers:

A copy of the Code of Conduct Policy will be forwarded to all members assisting with the RVOY program at all levels of the competition.

**RVOY adjudicators:** must be non-discriminatory in their feedback to students. They need to be aware and accepting of individual difference. Comments need to be presented to students where the discussion is visible by other members of the public and preferably where a teacher, parent or person with WWVP (or equivalent) registration is present.

**RVOY mentors:** members who volunteer to mentor students must do so in the presence of a teacher or parents where possible. It is also necessary that they hold a working with vulnerable people registration or equivalent.

Participation in the National Final where students travel outside of their zones.

Students and parent/guardian must sign a Declaration Form that relates specifically to the National Final (see attached form)

Zone Coordinators and the National Coordinator and National Convenor must also sign the Duty of Care Policy related to the conduct of the National Final.

## Reporting policy:

If students, teachers, parents or guardians have concerns regarding a child safe policy, there is code of conduct in place, which includes a reporting mechanism. The student, teacher, parent or guardian should feel free to raise their concerns. Such reports may be directed to the Zone Coordinator (who will have an email addresses such as: [nswvoy@rostrum.com.au](mailto:nswvoy@rostrum.com.au) or National Coordinator [rvoy@rostrum.com.au](mailto:rvoy@rostrum.com.au) in the first instance followed by the State Rostrum President, who will have an email address such as [nswpresident@rostrum.com.au](mailto:nswpresident@rostrum.com.au) or National President [president@rostrum.com.au](mailto:president@rostrum.com.au) depending on the incident or level of concern.

Such reports will be dealt with in a professional manner to ensure staff, volunteers, children and families feel comfortable and supported when talking about any child safety concerns.

## Related documents

The Rostrum Voice of Youth Privacy Policy and Duty of Care Policy should be considered in conjunction with this Policy. All policies are available on the Rostrum website.

- Privacy Policy: <https://voy.rostrum.com.au/privacypolicy.html>
- Duty of Care Policy: [www.rostrum.com.au/rvoy-duty-of-care](http://www.rostrum.com.au/rvoy-duty-of-care)
- National Code of Conduct: [www.rostrum.com.au/rvoy-code-of-conduct](http://www.rostrum.com.au/rvoy-code-of-conduct)

## Further Information

If you have any queries related to the Rostrum Duty of Care program please email the National Coordinator: [rvoy@rostrum.com.au](mailto:rvoy@rostrum.com.au)