

Document Information and Revision History			
Document Owner		Community Connection Incorporated	
Approved By		Manager and Board	
Distribution List		Community Connection Staff, Board Members, Individuals and their Families/nominee(s) by email and/or mail	
Review Frequency		Every 3 years; or when triggered by an event or finding(s) that identify improvement and/or changes of legislation necessitate an amendment	
Document location		Governance	
Last Reviewed	Date to be Reviewed	Review Team	Nature of amendment
September 2014	September 2017	Management Team	
July 2016	September 2017	Rhonda	Format Change
October 2017	October 2020	Ann and Marie	Scheduled review – basic language changes, adding Incorporated to the end of Community Connection, adding nominees and changing Committee to Board. Wording additions to section 6 and 7 giving reference to “Protection of Rights and Freedom from Abuse and Neglect Procedure (HRPR015)”

1. REFERENCES

National Standards for Disability Services (also compliant with HSQF)

1. **Rights:** The service promotes individual rights to freedom of expression, self-determination and decision-making and actively prevents abuse, harm, neglect and violence.
2. **Participation and Inclusion:** The service works with individuals and families, friends and carers to promote opportunities for meaningful participation and active inclusion in society.
6. **Service Management:** The service has effective and accountable service management and leadership to maximise outcomes for individuals.

2. COMMUNITY CONNECTION INCORPORATED’S POSITION

Community Connection Incorporated believes that all people are entitled to the rights and protections stated in the United Nations Universal Declaration of Human Rights (1948) and Commonwealth and State legislation.

3. CODE OF CONDUCT

The Board and staff of Community Connection Incorporated will abide by the Code of Conduct which is based on six principles as follows: Respect for the Law; Respect for the Aims and Philosophy of Community Connection Incorporated; Respect for persons; Integrity; Diligence, Care and Attention; Economy and Efficiency.

4. EXERCISING OF RIGHTS

Community Connection Incorporated will foster a culture that encourages people to know, understand and exercise their legal and human rights. In addition, people will be provided with information outlining their specific rights in regard to the service they receive.

5. ABUSE AND NEGLECT

Community Connection Incorporated will not tolerate any form of abuse to individuals and their families/nominee(s), staff or board members. Community Connection Incorporated will ensure that there are strategies in place to reduce the risk of abuse.

6. ALLEGATIONS OF ABUSE

Community Connection Incorporated will consider any allegation of abuse or neglect as very serious and will immediately act to protect the individual affected, within our power, while investigating the allegation as per the “Protection of Rights and Freedom from Abuse and Neglect Procedure (HRPR015)” and, if necessary, redress any physical, psychological or emotional damage and prevent a recurrence.

7. MANDATORY REPORTING

Community Connection Incorporated will ensure that Board members and staff are aware of their legislative responsibilities in regard to child protection and mandatory reporting as per the “Protection of Rights and Freedom from Abuse and Neglect Procedure (HRPR015)”.