

# SUNNYFIELD CODE OF CONDUCT



Sunnyfield operates within the principles of the International Convention on the Rights of Persons with Disabilities which imbeds the inherent dignity, worth, equal and inalienable rights of all people. Sunnyfield seeks to achieve this in the way we conduct ourselves at work with staff, volunteers, contractors, stakeholders and the people we serve, clients.

The Sunnyfield Code of Conduct sets behaviour standards and provides staff, volunteers, and contractors with expectations of how each person participates in the work we do and in achieving Sunnyfield's Vision and Mission, in alignment with our Values.

- Vision: Excellence in supporting people with intellectual disability
- Mission: To enrich the lives of people with disability by creating choice, opportunities and skills for life
- Values of: Respect, Trust, Honesty and Innovation

Sunnyfield's Code of Conduct has been designed to incorporate the National Disability Insurance Scheme (NDIS) Code of Conduct, which is an important part of the NDIS Quality and Safeguarding Framework to promote a safe and quality organisation, and skilled workforce.

The following fundamental cultural factors, are embedded in the Sunnyfield Code of Conduct:

- Obedience of the law
- Not to mislead or deceive
- Act fairly, respecting the rights and choice of people with disability
- Provide services that are safe and fit for purpose
- Deliver services with reasonable care and skill
- When acting for another, act in the best interest of that person
- Do not engage in, actively help prevent and/or report, behaviour that could be interpreted as unsafe, abuse, assault, neglect, discrimination, bullying, mistreatment, violence, intimidation and/or exploitation
- Ensure risk is well managed and trust is not given naively

Sunnyfield's Code of Conduct assists staff to familiarise themselves with the appropriate ethical conduct expected of them at Sunnyfield in their behaviour towards all people – including: clients, families, carers, visitors, volunteers, contracted suppliers, business partners, donors, sponsors, the public and colleagues – taking into account people's differing and individual needs, perspectives and preferences. Our care and concern for others is a critical and essential part of our service delivery and the way we behave towards each other.

Sunnyfield's Directors and leaders are dedicated to setting an example by living these values every day.

**It is very important to understand, commit to, and abide by Sunnyfield's Code of Conduct, and understand the responsibilities as a Sunnyfield staff member, volunteer, or contractor.**

**Caroline Cuddihy - CEO**

