

Kew Baptist Church Code of Conduct Executive Summary

Executive Summary – The purpose of this document is to outline the main principles and duties of the more complete KBC Code of Conduct, which should also be read and agreed to prior to signing.

We, Kew Baptist Church, commit ourselves to a standard of responsible and ethical behaviour which is expected in our church and will bring honour and glory to God. Our code is underpinned by trust and a belief that everyone should be treated with respect and dignity. This Code of Conduct sets out the behaviour which expects from all people associated with or representing it.

1. KEW BAPTIST CHURCH AFFIRMS THE VALUES THAT GUIDE OUR MINISTRY

We, Kew Baptist Church value: Love, Respect, Humility, Faith and Integrity. We commit ourselves to living out these values in all areas of our lives. We commit to:

- Accept and take an active interest in people in our ministry.
- Listen to the real needs of each person.
- Treat all people fairly, impartially, honestly and with respect, irrespective of their race, gender, position or religious position.
- Act with care with our words and attitudes.
- Not engage in bullying, emotional abuse, harassment, physical abuse, sexual abuse or spiritual abuse of any person, including family members.
- Accept the decisions of the leadership team, and work through established procedures to express a different point of view if disagreeing with a decision.
- Acknowledge the Lordship and authority of Jesus Christ.
- Pray for fellow leaders, church participants and the Church.
- Join regularly in the life and ministry of the Church.
- Uphold confidential information (there is an exception where there is a legal obligation or a duty of care issue).
- Be responsible in our use of addictive substances and services (e.g. prescriptions/alcohol).
- Not use any prohibited substance.
- Act with sexual purity. Sexuality is a gift from God. We will express our sexuality in healthy and God directed ways.
- In all financial matters act with scrupulous honesty and integrity, and publically account for all monies handled by us on behalf of others.

2. KEW BAPTIST CHURCH ASKS LEADERS TO BE ACCOUNTABLE

We, Kew Baptist Church accept the need to be accountable, to Kew Baptist Church, to other leaders, to the wider church, and to anyone who discloses risk or abuse. We commit to:

- Agree to abide by the Kew Baptist Church Child Safe Policy.
- Accept the authority of team leaders.
- Pray and provide practical support for other leaders, as well as for the congregation and for the mission of the church.
- Be loyal in our support of each other in our discussions with other team members, staff, and members of the congregation.
- We will be accountable to the congregation for our leadership as members of this team through regular communication and reporting.
- Communicate and consult with others in a timely, understandable and sensitive manner.
- Follow appropriate procedures (see Code of Conduct) in cases of abuse disclosure.

3. PROCEDURE FOR BREACH OF THIS CODE OF CONDUCT

i. Minor:

Everyone is capable of sin but can repent and be forgiven (1 John 1:8-9). It stands to reason then, that the code can be breached. When this happens in an area that is not a breach of civil or criminal law, simply cease the conduct. If this is difficult, the person should see their team leader or supervisor about receiving help (e.g. counselling). In some cases it may be necessary to step a person aside from their duties whilst this takes place. It is crucial to deal with such matters confidentially and sensitively.

ii. Unknown:

Not all leaders will understand 'unacceptable' behaviours. Even after explaining the code some may be unaware they are exhibiting unacceptable behaviours. Leaders need to be open to correction and humble enough to modify behaviours so as to not discredit the gospel. As above, stepping a person aside from their duties may be necessary.

iii. Constant:

There are breaches that are not a breach of civil or criminal law, but still unacceptable behaviour in a ministry context. Where a leader has been made aware of their behaviour and yet refuses to change: a. The ministry coordinator meets with the person for behaviour review meetings. Communicate required behaviour change (up to 3 meetings). b. If behaviour continues, a small group of church leaders are to arrange a meeting to address the behaviour. Stepping aside is appropriate at this point. c. If the behaviour/s continue beyond this meeting, then respectfully, and upholding confidentiality, the person will be stood down for a set period. They will be offered help in changing their behaviour via counselling if they are willing. *NB. Written notes of all meeting to be carefully taken and a copy given to all parties.*

iv. Breaches of the law or allegations of abuse:

Allegations of abuse or serious misconduct are to be referred to the appropriate government authorities, in line with the Baptist Union of Victoria processes. *The recommended process above is adapted and used with permission from John Mark Ministries (<http://johnmark.net.au/jm/>).*

4. DECLARATION

Leadership Details

Printed Name: _____

Ministry Area/s: _____

Acceptance of Code of Conduct

- (i) I have received a copy of the:
 - a. Kew Baptist Church Code of Conduct (full length version), and the
 - b. Kew Baptist Church Child Safe Policy,
- (ii) I have read, understood, accept and agree with the contents of these two documents.

Signature: _____

Date: _____