



## **Geelong Children's Centre Values**

- Our staff is the centre's most valuable asset
- All staff have the right to feel welcome and respected within the work environment
- Staff will be courteous and respectful to each other, management and families of the centre
- Staff will conduct their personal and professional practices to a high standard
- Staff will protect the health, safety and wellbeing of all children and each other
- Staff will not engage in gossip or innuendo with regards to other staff, management or families with in the centre
- Staff will act with integrity and honesty when dealing with customers, suppliers, agencies and fellow employees.
- There needs to be open and honest communication throughout every aspect of the centre operation whilst maintaining confidentiality
- Multi-skilling all staff through providing extensive in-service and further education to which staff must be committed
- A commitment to understanding and implementing Occupational Health and Safety standards is imperative
- Provision of a family friendly roster that is flexible for all staff. However, this is be based on the centre's operational needs
- To enable staff to provide excellence in care and education to all children the centre will be extensively resourced
- Staff will use all centre resources appropriately and not for personal gain or use
- Staff are encouraged to express concerns on any matters without fear of retribution
- Staff will ensure they are aware of centre policies, regulations, code of ethics and staff conduct and act to implement them at all times
- Providing an equal opportunity workplace