

RELATED POLICIES

This handbook is to be read in conjunction with Diocesan policies, including but not limited to:

- *Code of Conduct*
The Code of Conduct sets down the behavioural standards and expectations of all workers engaged by the Diocese of Lismore
- *Safeguarding Children, Young People and Vulnerable Adults Policy*
This policy makes an unequivocal statement on the Diocese's commitment to safety, welfare and wellbeing of children, young people and vulnerable adults, and ensures that all workers understand and fulfil their legal and ethical obligations.
- *Child Protection Policy*
This policy sets out the expectations required of workers, and informs the standards of behaviour, obligations and other requirements that must be adhered to when working with children.
- *Working With Children Check Policy and National Police History Check Policy*
These policies set down the process for ensuring that workers have had the appropriate background screening and risk assessments undertaken prior to and during their engagement with the Diocese.
- *Complaints Handling Policy*
This policy ensures that workers understand why they need to manage complaints, the process for doing so and how complaints can be used to improve the quality of service delivery.
- *Recruitment Policy*
This policy sets down the process for the engagement of employees by the Diocese of Lismore.
- *Social Networking Policy*
This policy contains the expectations of all workers when using social media.
- *Acceptable use of Electronic Communication Systems (including email) and Devices Policy*
This policy is to inform workers of their obligations and responsibilities when using electronic communication systems and devices for work – related purposes and, in limited circumstances, personal purposes.
- *Volunteers Policy:*
This policy ensures workers know how to engage volunteers, and their obligations.