

## Code of Conduct

MusicSpace actively nurtures and promotes a culture where everyone is treated with respect and dignity. MusicSpace community members include participants, support workers, family, other carers, program facilitators, volunteers, students and administration staff. All members of the MusicSpace community should expect:

- To feel safe and respected at all times
- To have any complaints responded to promptly and appropriately

### Responsibilities and expectations

#### Facilitators

- Deliver program content in a safe and competent manner with care and skill
- Encourage and acknowledge the participation of all group members
- Respect all forms of participation from passive (listening) to active music making
- Respond promptly and appropriately to any complaints
- Maintain confidentiality

#### Participants

- Treat everyone with respect and courtesy
- Respect the personal preferences of other group members
- Respect the privacy and personal boundaries of other group members
- Communicate any concerns about the program to your support worker or people listed below

#### Support workers

- Respect the feelings, personal agency and choices of the person you are working with in all aspects of their attendance, including when and how they participate.
- Attend to the person you are supporting at all times where practically possible
- Do not use your phone for personal use during sessions
- Refrain from engaging in conversations with others where it interrupts the program or excludes the participants who are with you

Anyone who may have experienced or witnessed disrespectful behaviour or unsafe incidents or believes that a person is not meeting their responsibilities, is encouraged to speak up to ensure that it can be addressed. Reports can be made directly or through a support worker or family member to:

**Mel Murphy:** MusicSpace 0448 313462 [mmurphymusictherapy@gmail.com](mailto:mmurphymusictherapy@gmail.com)

or

**Bron Lawson:** Bluebird Foundation 0438 577214 [bronlawson@bluebirdfoundationinc.org.au](mailto:bronlawson@bluebirdfoundationinc.org.au)

or

Directly to **Committee of Management**, Bluebird Foundation via the website [www.bluebirdfoundationinc.org.au/complaints](http://www.bluebirdfoundationinc.org.au/complaints)