

## Code of Conduct for Parents and Carers

Parent/Carer Name(s)  
.....

Resident Name ..... PI Community .....

Project Independence (PI) aims to provide a harmonious and supportive community in which residents can achieve independence. We value the role that parents/carers play in supporting residents on this journey and have developed this Code of Conduct to ensure we all work together towards these goals. It is the intent of PI that each resident has at least two nominated Code of Conduct signatories on file at any point in time.

**As a parent/carer, I am expected to:**

- 1. Act with honesty and integrity:**
  - a. Be open and transparent in my dealings with all PI residents, staff and board members.
  - b. Ensure that any possible conflict of interest is disclosed or avoided.
  - c. Avoid bias, discrimination or self-interest that might impact unfairly on other PI residents.
  
- 2. Demonstrate respect within the PI Community**
  - a. Recognise that the PI Community includes residents, parents, carers, employees and the PI Board.
  - b. Demonstrate respect and tolerance for the PI community at all levels, by acting and behaving in a considerate and courteous manner to all.
  - c. Acknowledge & respect that the PI community exists to support residents who have an intellectual disability and are working to build their independent life skills.
  
- 3. Comply with PI's governance rules and agreements:**
  - a. Have a good working knowledge of PI policies and guidelines that impact on residents and families.
  - b. Uphold all agreements that I/we and the person I care for have made with PI.
  - c. Notify PI when changed circumstances impact on any agreements previously made with PI, for example, agreements on accommodation should the person we care for not be able to continue in PI (known as Plan B agreements). Note that any new/changed agreements must be ratified by PI Board.
  
- 4. Act in the best interests of the resident I care for and the PI community:**
  - a. Provide the support required for the person I care for in a timely fashion to live harmoniously in the PI community.
  - b. Avoid activities that may negatively impact on PI communities or bring PI into disrepute.
  - c. Respect the decisions and preferences of the residents in deciding how they will live in their PI community in accordance with PI's policies, procedures and rules as defined in point 3 (above).
  
- 5. Support the person I care for to build their capacity to live independently in a harmonious PI community:**
  - a. Enable the person I care for to speak for themselves and develop skills required to live in harmony with others, make effective decisions and resolve conflict, both before they move into PI and during their time at PI.



- b. Provide PI staff with the information and support they need to support residents to develop independent living skills and resolve challenges as they arise.
- c. Provide and guarantee support as required to ensure that the person I care for can meet their financial obligations to PI and support themselves financially.

**6. Support and adhere to the PI Conflict Resolution Process:**

- a. Support and comply with the PI conflict resolution process which places emphasis on resolving conflict at the lowest level first.
- b. Recognise that I do not have the right to reprimand another resident, and that I provide support to the person I care for, in order that they try to resolve issues for themselves, as this is an important life skill.
- c. Seek to resolve issues informally through either one-on-one conversation or involving the Live In Resident Coordinator (LIRC) as required. Discussing these matters with other residents and/or their families/carers not involved, is a breach of confidentiality.
- d. Move to formal processes only when all informal processes have been exhausted.
- e. Move to a decision by the PI Board only when all other formal processes have been exhausted.
- f. Accept and comply with the decision of the PI Board, in the timeframe specified by the Board.

By signing this document, I/we agree to abide by this Code of Conduct and to communicate these expectations to others who interact with the PI community on our behalf.

**Signature**..... **Date** ...../...../.....

Name of Signatory.....

Relationship to the Resident.....

**Signature**..... **Date** ...../...../.....

Name of Signatory.....

Relationship to the Resident.....

