



**Carers for
Kids NSW**

NSW Carer Advisory Group (CAG) – Code of Conduct

This NSW Carer Advisory Group **Code of Conduct** accompanies the Carer Advisory Group [Terms of Reference](#). The Carer Advisory Group (CAG) is a collaborative space where kinship carers, foster carers, guardians and adoptive parents (via “out of home care”), along with department, agency and sector representatives, can contribute insights, including from their lived experience, to improve the care system for children and their carer families. Carers for Kids NSW (Carers for Kids) facilitates, holds responsibility for, and participates in the meetings.

All members and their contributions are valued. Carer Members are volunteers. To ensure our time together is inclusive, productive, and respectful, the following Code of Conduct applies to all meetings, interactions and activities surrounding the work of the CAGs.

1. Respectful Communication

- Speak to participants with courtesy, even when views differ.
- Critique ideas, not individuals.
- Avoid raised voices, aggressive language, or personal attacks.
- Allow others to finish speaking.

2. Equal Participation

- All participants have the right to be heard. Please keep comments concise and on-topic.
- Refrain from dominating the conversation; be mindful of how much space you are taking to ensure room for all to talk.
- Facilitators may redirect or wrap up discussions to ensure all voices are included.

3. Focus on Shared Purpose

- The CAG is a space for representing collective carer interests and subjects. It is not the forum for pursuing resolution or airing individual grievances. The Carers for Kids team is available to speak with you outside of the meeting to assist with these matters.
- Where personal experiences are shared to illustrate a broader issue, please do so respectfully, succinctly and with relevance to the agenda.

4. Safe and Inclusive Environment

- Discrimination, intimidation, or harassment of any kind will not be tolerated.

Carers for Kids NSW

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- If you feel uncomfortable or unsafe at any time, please speak to the facilitator or a member of the Carers for Kids team.
- Where Carer Representatives are speaking on behalf of their area Carers, it should be made clear if the input includes all Carer Members, or specific carers.

5. Constructive Engagement

- Bring a solutions-focused mindset to discussions to collaboratively work towards positive outcomes.
- Respect the role of the facilitator in managing the meetings, including the time and who has the floor.

6. Confidentiality and Sensitivity

- Respect the privacy of others. Do not share identifying or sensitive information outside the group.
- If discussing a child or case, avoid using names or personal details.

7. Time Management

- Meetings will follow a structured agenda with time allocated to each item.
- Facilitators will guide discussions to ensure fair opportunity for input within the time available.

Members participate with a shared goal — to improve outcomes for children, families and the carer experience. By upholding this Code of Conduct, we ensure the CAG is a safe, inclusive, and impactful space for all participants to work together to this goal.

Thank you for your time, care, and contribution.

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Approved by CEO Adopt Change

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