

# Scalabrini Visitors' Policy

---

Scalabrini upholds the right to a pleasant and safe workplace for staff, and a safe and secure home environment for residents. We expect that all those visiting and working at Scalabrini will cooperate to maintain Scalabrini's Mission, Vision and Values, understanding that this is the home of our residents, all deserving to be respected, valued and safe. We thank you in advance for treating our residents, staff, visitors and guests courteously and respectfully.

## Scalabrini's Responsibility to Staff and Residents

Scalabrini has a legal responsibility to provide a home for our residents and workplace for our staff where religious and cultural diversity and the right to privacy and confidentiality is respected and upheld in a safe and pleasant environment free from harassment or anti-social behaviour.

Behaviour deemed threatening, bullying, abusive, violent or disrespectful will not be tolerated under any circumstance. This includes physical abuse, verbal abuse, raised voices, or any form of intimidation. Resolving difficult situations can only be achieved when individuals cooperate, stay in control of their behaviour and respond reasonably.

Any visitor who in any way poses a threat (physical or emotional) to others will be asked to leave our premises, with a formal follow-up letter being issued. If a relative or visitor who is asked to leave refuses to do so, staff will contact the Police for assistance. Any individual who appears to be intoxicated or under the effect of drugs will be asked to leave resulting in a call to the Police.

To resume full visitor access to Scalabrini, an agreed resolution must be in place with Scalabrini Management.

## Use of Electronic Recording Devices

Electronic recording devices, however named, when used for recording images or voices of Scalabrini staff or residents without written permission from Scalabrini Management is not permitted. The use of such devices poses a breach to privacy and is against the law.

*All visitors are required to abide by this Code of Conduct as a condition of entry.*