



# Code of Conduct

## Safeguarding Children and Young People

### Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at **St Paul's Primary School, Mildura** against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, clergy and school advisory council members at **St Paul's Primary School, Mildura** are expected to actively contribute to a school culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

### Acceptable behaviours

All staff, volunteers, contractors, clergy and board/school council members are responsible for supporting the safety of children by:

- adhering to the school's child safe policy and upholding the school's statement of commitment to child safety at all times
- taking all reasonable steps to protect children from abuse
- treating everyone in the school community with respect
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children (for example, by never questioning an Aboriginal and Torres Strait Islander child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
- ensuring as far as practicable that adults are not alone with a child
- reporting any allegations of child abuse to the school's leadership (or child safety officer if the school has appointed someone to this role)
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the *Crimes Act 1958*
- reporting any child safety concerns to the school's leadership or Child Protection Officer, Janice Divola
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
- reporting to the Victorian Institute of Teaching any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or certain allegations or concerns about a registered teacher.

### Unacceptable behaviours

All staff, volunteers, contractors, clergy and board/school council members must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)

- exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessary physical contact with children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- maintain relationships with a student or young person and their families outside of school without the knowledge of the Principal, a member of the Leadership Team or Child Protection Officer
- display any behaviour, in person or 'on-line', which could be construed as inappropriate or disrespectful to those who may view it, in particular students, parents, young people and those from Aboriginal and diverse cultural backgrounds
- use any personal communication channels/device such as a personal email account with communication
- exchange personal contact details such as phone number, social networking sites or email addresses
- photograph or video a child without the consent of the parent or guardians
- work with children whilst under the influence of alcohol or illegal drugs
- consume alcohol without the consent of the Principal or a member of the Leadership Team at school, at a school event or in the presence of students or young people
- consume drugs at school or at school events in the presence of children.

### **Failure to Comply With This Code of Conduct**

Where a staff member (teaching & non-teaching), clergy, casual relief staff, volunteers, contractors and School Advisory Council member is suspected of breaching any obligation, duty or responsibility within this Policy, St Paul's Primary School will take disciplinary action, including in the case of serious breaches, summary dismissal.

### **Acknowledgement**

I have been provided with a copy of the code of conduct.

Name:
Signature:
Date: