

ST MARGARET'S PRIMARY SCHOOL, EAST GEELONG CHILD SAFETY CODE OF CONDUCT Safeguarding Children and Young People

St Margaret's Primary School is committed to the safety of our children. This Code of Conduct ensures a shared commitment to child safety by ensuring those within our community are clear about acceptable and non-acceptable behaviours concerning all of our students. It ensures a high degree of transparency for all adults who come into our school environment and interact with our students. It is a code that provides clarity around child safety and has the objective of promoting child safety in our school environment. This Code of Conduct sets standards about the ways in which St Margaret's staff and other adults who come into contact with our students are expected to behave with children. It takes into account the interests of school staff and the needs of all children. This code takes into account other professional or occupational codes of conduct that regulate particular school staff such as registered teachers. St Margaret's Code of Conduct is consistent with our school's child safety strategies, policies and procedures and is revised on an ongoing basis.

Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at St Margaret's Primary School, East Geelong 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 board/school council members at St Margaret's Primary School, East Geelong 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, clergy, contractors, and school board 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
- Promoting the cultural safety, participation and empowerment of children with culturally and or linguistically diverse backgrounds
- Promoting the safety, participation and empowerment of children with a disability

- Ensuring as far as practicable that adults are not alone with a child
- Reporting any allegations of child abuse to the Principal
- 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 Principal
- 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 school board members must not engage in the following activities with children:

- Ignore or disregard any suspected or disclosed child abuse
- Develop any 'special' relationships with children that could be seen as favouritism.
- 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 which 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, including the use of inappropriate language in the presence of children, for example, personal social adult activities
- Express derogative 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
- It is appropriate for staff who are also parents at the school to have contact with their child's friends on a social basis providing the parent of their child's friend gives permission
- Have any inappropriate online contact with a child. Online contact should be confined to providing families with e-newsletters, assisting students with their school work and providing feedback
- Use any personal communication channels or devices such as a personal email account
- 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

I, _____, confirm I have been provided with a copy of the above Code of Conduct.

Signed: _____

Date: _____