

# Safeguarding Children and Young People

## Code of Conduct

CBC St Kilda is a welcoming and safe community that fosters a strong sense of belonging, purpose and hope, to create growth for all. We value diversity, and acknowledge the primacy of families as educators. We believe excellence in education is dependent upon quality and just relationships between all members of the CBC Community. (*CBC Strategic Plan 2016*).

### **Purpose**

This Code of Conduct has a specific focus on safeguarding children and young people at CBC, St Kilda against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes. The Code of Conduct should be read in conjunction with the EREA Code of Conduct.

### **Implementation**

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

- adhering to the College's Child Safe policy and upholding the College'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 College's Leadership or Child Safety Lead
- 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 Child Safety Lead
- 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

Staff and volunteers 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 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 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
- have contact with a child or their family outside of school without the College's Leadership or Child Safety Lead's knowledge and/or consent of the school governing authority's approval (for example, unauthorised after hours tutoring, private instrumental/other lessons or sport coaching). Accidental contact, such as seeing people in the street, is appropriate.
- have any online contact with a child (including by social media, email, instant messaging etc.) or their family (unless necessary e.g. by providing families with e-newsletters or assisting students with their school work)
- use any personal communication channels/device 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 guardian
- work with children whilst under the influence of alcohol or illegal drugs
- Consume drugs at school or at school events.
- Consume alcohol at school or at school events in the presence of children, without the prior knowledge and consent of the Principal or the Principal's delegate. Any instance where permission is granted will be recorded as an addendum to the Child Safety Risk Register.

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_