

Sacred Heart Primary School



SAFEGUARDING CHILDREN AND YOUNG PEOPLE CODE OF CONDUCT

Sacred Heart Catholic Community provides a collaborative and nurturing environment: sharing values, shaping futures, celebrating individuality and promoting excellence.

Purpose:

This Code of Conduct has a specific focus on safeguarding children and young people at Sacred Heart Primary School against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes. All staff, volunteers, contractors and clergy at Sacred Heart Primary School 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.

Principles for adult's behaviour in undertaking child-connected work

Some simple principles should guide an adult's behaviour when undertaking child-connected work such as:

- the adult/child relationship should be professional at all times;
- an adult's response to a child's behaviour or circumstance should be commensurate with the child's age and vulnerability and the adult's responsibility for the care, safety and welfare of the child;
- where practicable an adult should not be alone with a child unless there is line of sight to other adults;
- an adult should not initiate or seek physical contact or contact with children outside school.

Acceptable and Unacceptable Behaviours:

Acceptable Behaviours:

All staff, volunteers and School Community 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;
 - Ensuring, as far as practicable, that adults are not alone with a child, unless this is consistent with their school role and responsibilities;
 - Reporting any allegations of child abuse to a member of the school's Leadership Team or Child Safety Leader;
 - 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 Team or Child Safety Leader
 - If an allegation of child abuse is made, ensuring as quickly as possible that the relevant school procedures for reporting allegations, or mandatory reporting requirements are followed to ensure 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 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 or hugging);
- Knowingly put children at risk of abuse (for example, locking students in rooms);
- 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 (other than designated personal care);
- 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/family outside of school without an appropriate context which is known by the Principal and/or Child Safety Leader and which is part of the agreed community context of Sacred Heart Primary School;
- Have any online contact with a child (including social media, email, instant messaging, etc.) or their family unless in accordance with their professional responsibilities;
- Exchange personal contact details, such as personal phone number, social networking sites or personal email address with a child;
- Photograph or video a child without the consent of their parent or guardians;
- Work with children whilst under the influence of alcohol or illegal drugs;
- Consume illicit drugs or be under the influence of/impaired by alcohol at school or at school events. Moderation and responsible service and consumption of alcohol protocols should always be observed in such situations.

Further information

Victorian Registration and Qualifications Authority

Child safe standards website (all schools): www.vrqa.vic.gov.au/childsafestandards

Catholic Schools

CECV Industrial Relations (03) 9267 0228

Catholic Education Melbourne, Student Wellbeing Information Line (03) 9267 0228

Catholic Education Office Ballarat, Child Safety (03) 5337 7135

Catholic Education Office Sale, Child Protection Officer (03) 5622 6600

Catholic Education Office Sandhurst, Child Safe Officer (03) 5443 2377

Website: www.cecv.catholic.edu.au

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

Signed: _____. Date: _____.