



Essendon Primary School

CHILD SAFETY CODE OF CONDUCT

The protection of children and young persons is the responsibility of all adult members of the **Essendon PS** community including staff, School Council members, parents, volunteers, contractors and visitors. We all share responsibility for promoting the wellbeing and safety of children and must behave appropriately towards them when they are in our actual or virtual presence. We expect school employees, School Council members, parents, volunteers, contractors and visitors to proactively ensure the safety of students at all times and to take appropriate action if there are concerns about the safety of any child at the school. All school employees must remain familiar with the relevant laws, the code of conduct, and policies and procedures in relation to child protection and to comply with all requirements. Essendon PS has developed a Child Safety Code of Conduct, which recognises the critical role all members of the school community play in protecting students in our care and establishes clear expectations of school employees, School Council members, parents, volunteers, contractors and visitors for appropriate behaviour with children. This code of Conduct aims to protect children in order to safeguard them against abuse, neglect and/or harm.

All adult members of the school community, school employees, School Council members, parents, volunteers, contractors and visitors at **Essendon PS** are expected to actively contribute to a school culture that respects the dignity of its members and follows the school's core values. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below. The Principal and Leadership Team of Essendon PS will provide information and support to enable the code of conduct to operate effectively.

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

- The adult/child relationship should at all times be professional.
- The 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.
- An adult should not be alone with a child unless it is in accordance with their roles and responsibilities



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Standards of behaviour:

School employees, School Council members, parents, volunteers, contractors and visitors are responsible for supporting the safety of children by:

- respecting the privacy of children
- taking all reasonable steps to protect children from abuse
- treating everyone in the school community with respect
- behaving as positive role models
- maintaining appropriate physical and emotional boundaries in interactions with children
- 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/or the safety of another child.
- respecting the language, customs and religious practices of a child's family
- promoting the culture of safety, participation and empowerment of all children, regardless of age, gender, culture, vulnerability, sexuality, ethnicity or ability
- actively ensuring the diversity of all children, including the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities and vulnerable children are acknowledged and catered for.
- reporting immediately to the Principal or Principal's delegate if a reasonable belief or suspicion that a child has been or is being abused or neglected has been formed
ensuring as quickly as possible that the child(ren) is (are) safe if an allegation of child abuse is made
- alerting the Principal or Principal's delegate if a breach of this code is observed.

Unacceptable behaviours:

School employees, School Council members, parents, volunteers, contractors and visitors must not:

- ignore or disregard any suspected or disclosed child abuse
- behave in a discriminatory way towards children
- develop any 'special' relationships with children that could be seen as favouritism
- exhibit or initiate behaviours with children that may be construed as unnecessarily physical contact
- engage in prejudicial, oppressive or threatening behaviour towards a child
- put children at risk of abuse
- engage in open discussion of a mature or adult nature in the presence of children
- use inappropriate language in the presence of children



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- 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
- communicate privately with children outside of the context of their professional or volunteer relationship
- have any online contact with a child (including by social media, email, instant messaging etc) unless if for a legitimate school purpose
- take photos or videos of children in the school environment, or publish photos or videos (including online), that are not for authorised school purposes, or taken or published without the authorisation of the child's parents or guardians.
- use any personal communication channels/device such as a personal email account
- exchange personal contact details such as phone number, social networking sites or personal email addresses with a child
- work with children whilst under the influence of alcohol or illegal drugs
- consume excessive amounts of alcohol at school events that are held out of hours and in the presence of children

Teachers are also required to abide by the principles relating to relationships with students as set out in the *Victorian Teaching Profession Code of Conduct* published by the Victorian Institute of Teaching. These principles include:

- knowing their students well, respecting their individual differences and catering for their individual abilities
- working to create an environment which promotes mutual respect
- modelling and engaging in respectful and impartial language
- protecting students from intimidation, embarrassment, humiliation and harm
- respecting a student's privacy in sensitive matters
- interacting with students without displaying bias or preference
- not violating or compromising the unique position that a teacher holds of influence and trust in their relationship with students.
- avoiding, where practicable, situations where an adult may be alone with a student such as in a dressing or change room, first aid room, camp dormitory or other similar camp/trip accommodation, or when the student needs to be transported in a vehicle.

Breaches of this code

Employees of **Essendon PS** who breach this code of conduct will be liable to disciplinary action in accordance with the DET disciplinary policies.



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Such disciplinary action may include a written warning, modification or suspension from duties or the termination of their employment.

Contractors and volunteers of **Essendon PS** who breach this code of conduct may face termination of their engagement with **Essendon PS**. Employees of contractors or subcontractors may also be refused permission to continue working in the **Essendon PS** school environment. School Council members, volunteers, parents and visitors who breach this code of conduct may receive a verbal and/or a written warning or be refused permission to attend the school site or school events via the Summary Offences Act 1966.

In appropriate cases, a breach may be referred to the Victoria Police and/or a regulatory body, such as the Victorian Institute of Teaching.

As a member of, contractor with, or visitor to **Essendon PS**, I hereby agree to adhere to this Child Safety Code of Conduct:

Name:(printed)

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Role: (Please Circle)

- Staff Member
- Parent
- Contractor
- Visitor
- CRT
- Student Teacher
- Work Experience
- Other

Child's name:

Please specify:

Signature:

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Date: