



Code of Conduct - Safeguarding Children and Young People Policy

I. CHILD SAFETY STATEMENT

At **Jeparit Primary School** we hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our school. Our commitment is drawn from our school Vision statement that:

Our vision is for our students to reach their academic, social, emotional and physical potential. This will occur in a safe and caring school environment where they develop independence, self-discipline, resilience, acceptance of others and senses of community and personal achievement.

Our school has also adopted a Child Safe Statement that articulates our zero tolerance of child abuse.

Jeparit Primary School is fully aware of its obligations under the **Child Safe Standards** (Ministerial Order 870 – effective 1 September 2016) to protect students from all forms of child abuse. To this end, all necessary precautions will be taken to ensure that ICT usage does not pose a risk to child safety.

2. JEPARIT CODE OF CONDUCT

In order to ensure that all children are safe, the following Code of Conduct outlines acceptable and unacceptable behaviours.

Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at Jeparit 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 school council members at Jeparit Primary School 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.

Acceptable behaviours

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

1. adhering to the school's child safe policy and upholding the school's statement of commitment to child safety at all times
2. taking all reasonable steps to protect students from abuse
3. treating everyone in the school community with respect
4. 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.
5. promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children
6. and empowerment of children with culturally and/or linguistically diverse backgrounds (for example by having a zero tolerance of discrimination)
7. promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
8. ensuring as far as practicable that adults are not alone with a child
9. reporting any allegations of child abuse and/or child safety concerns to the school's leadership
10. understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
11. if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
12. 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 and school council members must not:

1. ignore or disregard any suspected or disclosed child abuse
2. develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment of specific children)
3. exhibit or initiate behaviours with children that may be construed as unnecessarily physical contact (for example inappropriate sitting on laps)
4. put children at risk of abuse (for example, by locking doors)
5. engage in open discussion of a mature or adult nature in the presence of children (for example, personal, social activities)

6. use inappropriate language in the presence of children
7. express personal views on cultures, race or sexuality in the presence of children
8. discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
9. have contact with a child outside or their family outside the school without the school's leadership knowledge or consent of school council (for example, unauthorised after hours tutoring, private instrumental/other lessons or sport coaching) accidental contact, such as seeing people in the street, is appropriate. This clause is not intended to prevent contact at community events or through community organisations.
10. have any online contact with the child (including by social media, email, instant messaging etc) or their family (unless necessary eg by providing families with e-newsletters or assisting students with their school work)
11. use any personal communication channels/device such as a personal email account
12. exchange personal contact details such as phone number, social networking sites or personal email addresses
13. photograph or video a child without the consent of the parent or guardians
14. work with children whilst under the influence of alcohol or illegal drugs
15. consume alcohol or drugs at school or school events in the presence of children – unless authorised by the School Council.
16. Have unauthorised contact with a child or their family outside of school. However, appropriate out of school-hours contact may include:
 - accidental contact (seeing people down the street)
 - attending social, family, or community events
 - organised sports coaching
 - approved tutoring
 - approved private instrumental musical lessons

Further information, if required, is available in the Victorian Teaching Profession Code of Conduct published by the VIT.

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

Signed: _____ Date: _____