

### Code of Conduct

### Our Lady of the Southern Cross Primary School

1<sup>st</sup> August, 2016

Central to the vision at Our Lady of the Southern Cross is an unequivocal commitment to recognise the central place of faith and Gospel values in the way we interact with each other, value the individuality of each child and aspire to be a healthy, happy learning community that fosters rich and lasting relationships.

#### Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at Our Lady of the Southern Cross 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, clergy and board/school council members at Our Lady of the Southern Cross 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, contractors, clergy and board/school council 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 responsibility to protect children from abuse
- Treating everyone in the school community with respect (modelling positive and respectful relationships and acting in a manner that sustains a safe, educational and pastoral environment)
- Listening and responding to the views and concerns of children, particularly if they are telling you that they or another child have 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 or 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 policy towards discrimination)
- Promoting the safety, participation and empowerment of children with a disability ( for example making adequate accommodations for their physical and emotional needs and differentiating for their learning so that they can achieve success)
- Ensuring as far as practicable that adults are not alone with a child
- Reporting any allegations of child abuse to the school's leadership or the school child safety officer
- Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958(Vic)
- Reporting any child safety concerns to the school's leadership or the school child safety officer
- If an allegation of child abuse is made, ensuring as quickly as possible that the child/ren are safe.

### Unacceptable behaviours

All staff, volunteers, contractors, clergy and board/school council members 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 with children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
- Engage in open discussion of a mature or adult nature in the presence of children (for example personal social activities)
- Use inappropriate language in the presence of a child
- Express personal views on cultures, races or sexuality in the presence of a child
- Discriminate against a 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 school's leadership or school's child safety officer's knowledge and /or consent or the school's governing authority - Parish Priest (for example, unauthorised after-hours tutoring/ coaching); accidental contact, such as seeing people in the street is appropriate
- Having any online contact with a child (including by social media, email, instant messaging etc.) or their family unless necessary e.g. providing families with enewsletters, homework or feedback on student work & behaviour
- 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 guardians
- Work with children while under the influence of alcohol or illegal drugs
- Consume alcohol or drugs at school or at school events in the presence of children

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

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

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