



Albion Primary School

CHILD SAFE CODE OF CONDUCT

Albion Primary School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

The Principal and school leaders of Albion Primary School will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of Albion Primary School will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and any other member of the school community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all school situations, including school camps and in the use of digital technology and social media.

Acceptable behaviours

As staff, volunteers, contractors and school council members and any other member of the school community involved in child-related work, individually, we are responsible for supporting and promoting the safety of children by:

- Upholding the school's statement of commitment to child safety at all times
- Adhering to the school's child safe policy and upholding the school's statement of commitment to child safety at all times
- Treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities
- 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.

- 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
- Promoting the safety, participation and empowerment of children who are vulnerable or have a disability
- Ensuring as far as practicable that adults are not alone with a child
- Reporting any allegations of child abuse and/or child safety concerns to the school's leadership
- Understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse
- If child abuse is suspected, or an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe and protected from harm
- 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
- Follow school wide discipline policy when managing student behaviour

Unacceptable behaviours

As staff, volunteers, contractors, school council members and any other member of the school community involved in child-related work, we must not:

- Ignore or disregard any suspected or disclosed child abuse
- Develop a relationship with any children that could be seen as favouritism or amount to 'grooming' behaviour (for example, the offering of gifts or special treatment)
- Exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic or service delivery context
- Ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- Discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering of education curriculum or a therapeutic setting
- Treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
- Communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting, etc) except where communication is reasonable in all circumstances, related to school work or extra-curricula activities or where there is a safety concern or other urgent matter. In any context, the student's parent/guardian should be in full knowledge of the communication. (Accidental contact, such as seeing people in the street, is appropriate)
- Put children at risk of abuse
- Engage in open discussion of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or therapeutic setting
- Use inappropriate language in the presence of children
- Express personal views on cultures, race or sexuality in the presence of children

- Photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes
- Work with children whilst under the influence of alcohol or illegal drugs
- Consume alcohol or drugs at school or school events in the presence of children

This policy was approved by school council in August 2019.	This policy is due for review in 2021.
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