

# CHILD SAFETY CODE OF CONDUCT

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A Child Safety Code of Conduct lists behaviours that are acceptable and those that are unacceptable. It provides a high-level statement of professional boundaries, ethical behaviour and acceptable and unacceptable relationships.

When individuals are clear about behavioural expectations, they are much more likely to act appropriately with each other and with children. When everyone is educated about the Code of Conduct and the reasons it is so important to uphold, the College environment becomes much more transparent and people are accountable for their behaviour. Above all, a Child Safety Code of Conduct helps to protect children from harm.

The Child Safety Code of Conduct set out below is designed to stand alone. It can also be incorporated in whole or part into broader Codes of Conduct that are developed within the College, including other professional or occupational codes of conduct that regulate particular staff at the College. The Code is made available to all staff, volunteers, families and students.

This Code is to help ensure our Vision, Mission and Values are lived out in our community in a life giving manner for all people.

## VERSION CONTROL

Prepared by	Brendan Douglas Assistant Principal-Students
Version	1.0
Approved by	College Board
Approval date	22 February 2022
Next review	1 July 2022

## ISSUE HISTORY

Date Modified	Modified by	Version	Details

## **Child Safety Code of Conduct**

This Child Safety Code of Conduct outlines appropriate standards of behaviour for all adults towards students. The Code serves to protect students, reduce any opportunities for abuse or harm to occur, and promote child safety in the College environment. It provides guidance on how to best support students and how to avoid or better manage difficult situations. Where a staff member breaches the Code, the College may take disciplinary action, including in the case of serious breaches, a warning or termination. The College seeks input from staff annually when revising the Code.

Salesian College has the following expectations of behaviours and boundaries for all adults interacting with students within our College community. This includes all staff, Directors, volunteers, contractors and parents/carers.

### **DO:**

- Behave as a positive role model to students.
- Promote the safety, welfare and wellbeing of students.
- Be vigilant and proactive with regard to student safety and child protection issues.
- Provide age appropriate supervision for students.
- Comply with guidelines published by the College with respect to child protection.
- Treat all students with respect.
- Promote the safety, participation and empowerment of students with a disability.
- Promote the cultural safety, participation and empowerment of linguistically and culturally diverse students.
- Respect cultural and religious differences so that all are made to feel welcome.
- Use positive and affirming language toward students.
- Encourage students to 'have a say' and then listen to them with respect.
- Respect cultural, religious and political differences.
- Help provide an open, safe and supportive environment for all students to interact and socialise.
- Intervene when students are engaging in inappropriate bullying behaviour towards others or acting in a humiliating or vilifying way.
- Report any breaches of this Child Safety Code of Conduct.
- Report concerns about child safety to one of the College's Child Protection Officers and ensure that your legal obligations to report allegations externally are met.
- Where an allegation of child abuse is made, ensure as quickly as possible that the student involved is safe.
- Call the Police on 000 if you have immediate concerns for a student's safety.
- Respect the privacy of students and their families and only disclose information to people who have a need to know.

### **DO NOT:**

- Engage in any form of inappropriate behaviour towards students or expose students to such behaviour.

- Use prejudice, oppressive behaviour or inappropriate language with students.
- Express personal views on cultures, race or sexuality in the presence of students that may cause hurt or distress or discriminate against any student based on culture, race, ethnicity, gender or disability.
- Engage in open discussions of an adult personal/private nature in the presence of students.
- Engage in any form of sexual conduct with a student including making sexually suggestive comments and sharing sexually suggestive material.
- Engage in inappropriate or unnecessary physical conduct or behaviours including doing things of a personal nature that a student can do for themselves, such as toileting or changing clothes.
- Engage in any form of physical violence towards a student including inappropriately rough physical play.
- Use physical means or corporal punishment to discipline or control a student.
- Engage in any form of behaviour that has the potential to cause a student serious emotional or psychological harm.
- Develop 'special' relationships with students that could be seen as favouritism (for example, the offering of gifts or special treatment for specific students).
- Engage in undisclosed private meetings with a student that is not your own child.
- Engage in inappropriate personal communications with a student through any medium, including any online contact or interactions with a student.
- Drink alcohol in the presence of students.
- Contact or communicate through Social Media with a student whilst they are enrolled at the College and for two years after enrolment has ceased.
- Collect student's personal details including phone and social media accounts.
- Take or publish (including online) photos, movies or recordings of a student without parental/carer consent.
- Post online any information about a student that may identify them such as their full name, age, e-mail address telephone number, residence, school or details of a club or group they may attend.
- Ignore or disregard any suspected or disclosed child abuse.

College teaching staff also have obligations to adhere to the VIT Code of Conduct.

## **Reporting**

Our Child Protection Program provides detailed guidance for members of the College Board, staff, volunteers and contractors as to how to identify key risk indicators of child abuse and how to report child abuse concerns to one of our College's nominated Child Protection Officers. It also contains detailed procedures with respect to the reporting of child abuse incidents to our College's Child Protection Officers and relevant authorities.

Communications will be treated confidentially on a "need to know basis".

Suspected or alleged child abuse, family violence, grooming, sexual offences, seious neglect and emotional and psychological harm must be reported through Mandatory Reporting and the Reportable Conduct Scheme. At times the College is required to share information as part of our obligations as outlined in the Child Information Sharing and the Family Violence Sharing Information Schemes.

**Whenever there are concerns that a child is in immediate danger,  
the Police should be contacted on 000.**

### **College's Child Safety Officers**

A number of staff members are nominated as the College's Child Safety Officers. Our Child Safety Officers receive additional specialised training with respect to child protection issues. They are the first point of contact for raising child safety concerns within the College. They are also responsible for championing child safety within the College and assisting in coordinating responses to child protection incidents.

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### **RELATED POLICIES**

- Child Safety Code of Conduct
- Student Code of Conduct
- Student Pastoral Care and Management Policy
- Protect – Identifying and Responding to Abuse – Reporting Obligations Policy
- Duty of Care Policy
- Parent Code of Conduct
- Reportable Conduct Policy