

# **Wandong Primary School – CHILD** **SAFETY CODE OF CONDUCT**

**For Period:**  
**April 2020 – April 2021**

Wandong Primary School Child Safety Code of Conduct is intended to promote child safety in the school environment. It spells out professional boundaries and acceptable and unacceptable adult/child relationships and behaviours. It assists the school, its staff and volunteers to raise behavioural issues.

Wandong Primary School is committed to creating a school community where all members of our school community are welcomed, accepted and treated equitably and with respect regardless of their backgrounds or personal attributes such as race, language, religious beliefs, gender identity, disability or sexual orientation so that they can participate, achieve and thrive at school.

Wandong 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 Wandong 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 school and other learning environments. The Principal and school leaders of Wandong 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 the use of digital technology and social media.

## **ACCEPTABLE BEHAVIOURS**

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

- upholding the school's statement of commitment to child safety at all times, and adhering to the school's child safe policy
- 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, concerns and/or behaviours of students, particularly if they are telling you that they, or another child, has been abused or that they are worried about their safety and/or the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students
- promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of students with a disability
- ensuring, as far as practicable, that adults are not alone with a child
- reporting any allegations of child abuse or other child safety concerns to the school principal and/or the student wellbeing coordinator
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse
- ensuring, as quickly as possible, in consultation with appropriate authorities/DET staff that the student(s) is/are safe and protected from harm, if child abuse is suspected
- 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**

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

- put students 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)
- ignore or disregard any concerns, suspicions or disclosures of child abuse
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts)

- use inappropriate language in the presence of children
- 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 the 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 that communication is reasonable in all the circumstances, related to school work or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child in a school environment except in accordance with school social media policy or where required for duty of care purposes
- work with children whilst under the influence of alcohol or illegal drugs
- consume alcohol contrary to school policy or take illicit drugs under any circumstances in the school environment or at other school events where students are present

Wandong Primary School Code of Conduct covers, where applicable, all school activities, including camps, excursions, provision of counselling services, delivery of first aid, bus travel and the delivery of specialised support services. The school recognises the difficulties of ensuring two staff are available with every child interaction and will work diligently to protect the safety and wellbeing of all students.

All staff will be made aware of this policy at the beginning of the school year.

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## **REVIEW**

This policy will be reviewed annually and/or following any significant incidents. Staff, families and children have the opportunity to contribute. Where possible, we do our best to work with local Aboriginal and Torres Strait Islander communities, culturally and/or linguistically diverse communities and people with a disability.

## **RESOURCES AND REFERENCES**

- [A step-by-step guide to making a report to Child Protection or Child FIRST](#)
  - Commission for Children and Young People (2015) [A Guide For Creating A Child Safe Organisation, Version 2.0.](#)
  - [DET Protect Handbook](#)
  - Department of Education and Training (2016) School Policy Advisory Guide: [Risk Management Policy](#), and associated tools:
    - School risk register which can be edited and has automatic tools embedded is available, see: [Risk Management in Schools – Risk Register](#).
    - Subordinate risk registers for specific activities such as overseas travel/excursions or projects, see: [Risk Management in Outdoor Education – Education Outdoor tools](#).
    - Online risk management module: [Risk Management - Online Risk Module](#)
  - [Protecting Children - Mandatory Reporting and Other Obligations](#) - elearning module
  - State of Victoria (2010) [Protecting the safety and wellbeing of children and young people](#): A joint protocol of the Department of Human Services Child Protection, Department of Education and Early Childhood Development, Licensed Children's Services and Victorian Schools.
  - Victorian Government, Education & Reform Act 2006, Gazette No. S2, January 2016, [Child Safe Standards – Managing the Risk of Child Abuse in Schools, Ministerial Order No. 870](#).
- Victorian Registration and Qualifications Authority (2016) [Child Safety Standard 6: Child safety risk management strategies](#)

## **CERTIFICATION**

- This policy was ratified at the School Council meeting held at Wandong Primary School on Monday 15<sup>th</sup> June, 2020