



SAFEGUARDING CHILDREN AND YOUNG PEOPLE CODE OF CONDUCT

Central to the mission of Kilbreda College is an unequivocal commitment to fostering the dignity, self-esteem and integrity of children and young people and providing them with a safe, supportive and enriching environment to develop spiritually, physically, intellectually, emotionally and socially. The Child Safe Code of Conduct outlines appropriate standards of behaviour for all adults toward students, and serves to protect students, reduce any opportunities for abuse or harm to occur and promotes child safety in the School environment. Where a staff member breaches the Code of Conduct, Kilbreda College may take disciplinary action, including in the cases of serious breaches, summary dismissal.

PURPOSE

The Code of Conduct has a specific focus on safeguarding children and young people at Kilbreda College against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement child protection legislation, school policies/procedures and professional standards, codes or ethics as they apply to staff and personnel.

All staff, volunteers, contractors, clergy and Stewardship Council members at Kilbreda College are expected to actively contribute to a school culture that respects the dignity of its members as modelled by the words, example and person of Jesus 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 and young people, as noted below.

ACCEPTABLE BEHAVIOURS

All staff, volunteers, contractors, visitors, clergy and Stewardship Council members are responsible for supporting the safety of children and young people by:

- Adhering to the school's Child Safety Policy and Child Protection – Reporting Obligations Policy and upholding the school's statement of commitment to child safety at all times
- Taking all reasonable steps to protect children and young people 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
- Addressing conflict and discipline matters through restorative practices
- Listening and responding to the views and concerns of young people, particularly if they are telling you that they or another young person has been abused or that they are worried about their safety or the safety of another young person
- Promoting student agency and voice
- Promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander (First Nations) young people
- Promoting the safety, participation and empowerment of young people with culturally and/or linguistically diverse backgrounds
- Promoting the safety, participation and empowerment of young people of diverse gender or sexuality
- Promoting the safety, participation and empowerment of young people with a disability
- Ensuring as far as practicable that adults are not alone with a young person
- Reporting concerns about child safety to the School's Child Safety Officer or a member of the Leadership Team and ensuring that legal obligations to report allegations externally are met
- Reporting to the Victorian Institute of Teaching any charges, committals for trial or convictions in relation to a sexual offence, or certain allegations or concerns about a registered teacher that they become aware of
- Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic.)
- Acting as quickly as possible, in the instance of an allegation of child abuse being made, that the student/s involved is/are safe. Calling the Police if immediate concerns are held for a student's safety
- Respecting the privacy of students and their families and only disclosing information to people who have a need to know

UNACCEPTABLE BEHAVIOUR

All staff, volunteers, contractors, visitors, clergy and Stewardship Council members are responsible for supporting the safety of children and young people, and must not:

- Ignore or disregard any suspected or disclosed child abuse
- Develop any 'special' relationship with children and young people that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- Exhibit behaviours with children and young people which may be construed as unnecessarily physical (for example, inappropriate sitting on laps)
- Put children and young people at risk of abuse (for example, by locking doors)
- Initiate unnecessary physical contact with children and young people or do things of a personal nature that a child /young person can do for themselves, such as toileting or changing clothes

- Engage in open discussions of a mature or adult nature in the presence of children and young people (for example, personal social activities)
- Use inappropriate language (e.g. sexually explicit, derogatory, socially offensive) in the presence of children and young people
- Express discriminatory personal views on cultures, race or sexuality in the presence of children and young people
- Discriminate against any child or young person, in particular because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- Have contact with a child or young person or their family outside of school without the Principal's and/or Principal's delegate's knowledge, (for example, unauthorised after-hours tutoring, private instrumental/other lessons or sport coaching). This does not include accidental contact, such as seeing people in the street
- Have any online contact with a young person (including by social media, email, instant messaging, etc), unless that contact is to provide information about the school or connected directly to the school work of the enrolled student. Exceptions to this would exist when an association with a student outside of the College (e.g. sporting club) has been made known to the Principal and the contact relates directly to the declared association.
- Use any personal communication channels/device such as a personal email account to make contact with a student
- Exchange personal contact details such as phone number, social networking sites or personal email addresses with a student
- Photograph or video a young person except in the case of activities connected with learning and teaching and/or College events and only for the purpose of use by the College
- Work with a young person while under the influence of alcohol or illegal drugs
- Consume alcohol or drugs in the presence of young people at school or at school events. Exceptions may be granted by the Principal or Principal's delegate subject to a thorough risk assessment for events held on premises that request the serving of alcohol
- Engage in any form of physical violence toward a student including inappropriately rough physical play
- Engage in any form of behaviour that has the potential to cause a student serious emotional or psychological harm

CHILD SAFE REVIEW PROGRAM

Kilbreda College is committed to the continuous improvement of our Child Safe Program, which is regularly reviewed for overall effectiveness and to ensure compliance with all child safe related laws, regulations and standards. Any changes made to the Child Safe Program are reviewed and endorsed by the Stewardship Council.

ACKNOWLEDGEMENT

I have received and read the Kilbreda College Child Safe Code of Conduct. I understand my obligations and responsibilities under the Code of Conduct. By signing below, I agree to comply with the Child Safe Code of Conduct.

Name

Signature

Date