



## St. Joseph's Catholic Parish Primary School Safeguarding Children and Young People Code of Conduct

June, 2016

*Central to the mission of St. Joseph's Springvale 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.*

### **Purpose**

This Code of Conduct has a specific focus on safeguarding children and young people at St. Joseph's School 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 these apply to staff and personnel.

All staff, volunteers, contractors and clergy at St. Joseph's School 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, respect, 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 and clergy are responsible for supporting the safety of children by:

- adhering to the school's child-safe policy and upholding the CEM schools' statement of commitment to child safety at all times
- taking all reasonable steps 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
- having zero tolerance for all forms of discrimination
- promoting the safety, participation and empowerment of Aboriginal and Torres Strait Islander children
- promoting the safety, participation and empowerment of culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of children with a disability
- ensuring as far as practicable that adults are not alone with a child

- reporting any allegations of child abuse to the school's leadership
- 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
- 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 and clergy must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any 'special' relationships that could be seen as favouritism or grooming
- exhibit or engage in activities with students which may be interpreted as abusive and not justified by educational, therapeutic, or service model context
- put children at risk of abuse\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
- 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 educational curriculum or a therapeutic setting
- use inappropriate language in the presence of children
- express personal prejudicial views on cultures, race or sexuality in the presence of children
- discriminate against any child because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- have planned contact with a child or their family outside of school without the knowledge of the school's leadership (for example, unauthorised after-hours tutoring, private instrumental/other lessons or sport coaching)
- have any online contact with a child using personal accounts (including social media, email, instant messaging etc.)
- use any personal communication channels/device such as a personal email account to contact students or families
- exchange personal contact details such as phone numbers, 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

(Adapted from Source: VRQA)

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

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