



Safeguarding Children and Young People

School Professional Code of Conduct

Updated September 2017

Vision

St Bernadette's Catholic Primary School Community strives to create a faith-filled, contemporary learning environment. In communion we celebrate and embrace diversity. We honour our history and traditions to create a future which enhances and inspires.

God Loves Us – Let Us Love God

Values

Welcome Respect Faithfulness Empathy Honesty Inclusion Equity Collaboration

Design Principles

100% of students 100% of the time

Building capacity of all teachers ensuring a culture of sharing and mutual support

Strong leadership empowering teachers and students to lead their learning

Authentic and connected learning with local and global community

Authentic assessments to situate learning and teaching for all Being outward facing

Introduction

This Code of Conduct has a specific focus on safeguarding our students and young people at St Bernadette's Catholic Primary School against sexual, physical, psychological and emotional abuse or neglect. It has been developed in accordance with [Victorian Government's Ministerial Order No 870](#). It is intended to complement other professional and/or occupational codes.

Scope

This Child Safety Code of Conduct applies to all clergy, teaching and non-teaching staff members, casual relief teachers (CRT) and contractors. The code defines these individuals as Staff.

Purpose

All staff at St Bernadette's Catholic Primary 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, 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. This applies to all 'child connected work' (work authorised by the school's governing authority where children are present or reasonably expected to be present) and is inclusive of overnight camps, counselling, first aid, bus travel and dealing with students with high support needs.

The purpose of this Code of Conduct is to establish clear expectations for appropriate behaviour by adults towards students & young people. It aims to protect children and young people and reduce any opportunity of abuse or harm to children. This Code of Conduct also provides staff with guidance on how best to support students and young people avoid or better manage difficult situations.

Acceptable behaviours

All staff are responsible for supporting the safety of our students, young people and broader school community by complying with the following 'acceptable behaviours':

- » Adhering to the School's Child Safety Policy and associated procedures at all times.
- » Taking all reasonable steps to protect students from abuse.
- » Treating everyone with respect, including listening to and valuing their ideas and opinions.
- » Listening and responding to the views and concerns of students, particularly if they are telling you that they or another student or young person has been abused and/or are worried about their safety or the safety of another child.
- » Taking account of the diversity of all students, including (but not limited to) the needs of Aboriginal students, students from culturally and/or linguistically diverse backgrounds, students with disabilities and students and young people who are vulnerable.
- » Promoting the cultural safety, participation and empowerment of all students, including those from diverse backgrounds.
- » Ensuring as far as practicable that adults are not left alone with a student or young person.
- » Reporting all child safety complaints, suspected abuse, disclosures or breaches of the Child Safety Code of Conduct immediately to the Principal and/or the School's Child Safety Officer immediately.
- » Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958.
- » If an allegation of child abuse is made, ensuring the student/s or young person/s is safe, as soon as possible.
- » To inform the principal in writing, regarding any relationships with students outside of the school setting.

Unacceptable Behaviours

Staff must not:

- » Ignore or disregard any child safety complaints, suspected abuse, disclosures or breaches of the School Professional Child Safety Code of Conduct.
- » Maintain relationships with other members of the school community that exposes or has the potential to expose any student or young person to intimidation, ridicule, abuse, violence, bullying or neglect.
- » Disclose with any member of the school community, including their own children, confidential information obtained as a result of participating in 'Child Connected Works'. (Ie... discussing with others a student's or young person's academic strengths or weaknesses)
- » Develop any 'special' relationships with students or young people that could be seen as favouritism (such as the offering of gifts or special treatment for specific students).
- » Exhibit behaviours with students or young people, which may be construed as unnecessarily physical (such as inappropriate sitting on laps).
- » Do things of a personal nature that a student or 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 students or young people.
- » Exchange personal contact details such as phone numbers, social networking sites or email addresses with students or young people.

- » Have unauthorised contact with students or young people 'on line' via email, social media networking sites, by text message or other means.
- » Display any behaviour or participate in conversations, in person or 'on-line', which could be construed as inappropriate or disrespectful to those who may overhear or view it. In particular students, young people and those from Aboriginal and diverse cultural backgrounds. This includes displaying opinions or making comments that may degrade, ridicule, intimidate or bully a student, young person or any member of the school community.
- » Use inappropriate language in the presence of students, young people and other members of the school community.
- » Use prejudice, oppressive behaviour or language in the presence of or with students, young people and other members of the school community.
- » Express personal views on cultures, race, ethnicity, sexuality or disabilities in the presence of students, young people and other members of the school community.
- » Discriminate against any student, young person or member of the school community because of culture, race, ethnicity or disability.
- » Attend the school site under the influence or effects of illegal drugs or alcohol.
- » Consume alcohol without the prior knowledge and consent of the Principal on the school premises, at a school event or in the presence of students or young people.
- » Photograph or video a student or young person without the consent of the Principal or a member of the Leadership Team.

Failure to Comply with this Code of Conduct

Where any staff member is suspected of breaching any obligation, duty or responsibility within this Code of Conduct, St Bernadette's Primary School will take immediate action to address the concern. Where deemed appropriate, a breach of this code of conduct may be referred to Victorian Police and/or the Commission for Children and Young People.

Acknowledgement

I have read and understood this Code of Conduct and agree to display behaviours that safeguard students, young people and other members of the school community at St Bernadette's Primary School against sexual, physical, psychological and emotional abuse or neglect.

Name:
Signature:
Date:

Principal: Joanne Webster
Signature:
Date: