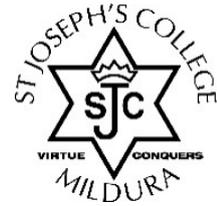


## Safeguarding Children and Young People

Code of Conduct

St Joseph's College Mildura

July 2016



Central to the mission of St Joseph's College Mildura 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 College Mildura against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, clergy and school council members at St Joseph's College Mildura 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.

### Acceptable behaviours

All staff, volunteers, contractors, clergy and board/school council members are responsible for supporting the safety of children by:

- adhering to the school's child-safe policy 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
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children (for example, by never questioning an Aboriginal and Torres Strait Islander child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance policy towards discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
- ensuring as far as practicable that adults are not alone with a child, including while travelling to or from College campuses or other venues, including the child's home
- reporting any allegations of child abuse to the school's Wellbeing staff, College leadership or Child Safety Officer, the Deputy Principal Community.
- 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 Wellbeing staff, College Leadership or Child Safety Officer.
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe.

- wearing the official SJC lanyard with photo ID for staff and Visitor status for others. This is to be clearly displayed when being worn. Visitor lanyards are to be collected from Reception when signing in as a visitor. All children of staff members must be signed-in and allocated a lanyard when on College property.

#### Unacceptable behaviours

All staff, volunteers, contractors, clergy and board/school council members must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example, inappropriate intimate physical contact)
- put children at risk of abuse (for example, by locking doors or asking them to wait alone)
- 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
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- use inappropriate language in the presence of children, especially of a sexual nature
- express personal views that may be construed as inappropriate on cultures, race or sexuality in the presence of children
- discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- have inappropriate contact with a child or their family outside of school without the College Leadership or Child Safety Officer's knowledge and/or consent without a valid context (for example, unauthorized after-hours tutoring, or private instrumental/other lessons; accidental contact, such as seeing people in the street, is appropriate. Given the nature of rural life in Sunraysia, it is common for staff to have contact with students out of school for a range of sporting, social and cultural reasons. It is expected that staff inform the College Leadership of regular arrangements for contact with students such as sports coaching, musical lessons, etc all of which will most likely have a valid context.
- Engage in 1:1 tutoring/teaching/meeting in a location that is not public in nature where other staff or students are not present or do not have visual access.
- have any online contact with a child (including by social media, email, instant messaging etc.) or their family (unless necessary e.g. by providing families with e-newsletters or assisting students with their school work)
- use any personal communication channels/device such as a personal email account to communicate with students
- exchange personal contact details such as phone number, social networking sites or email addresses with students
- 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
- inappropriately consume alcohol or drugs at school or at school events in the presence of children.

(Adapted from Source: VRQA)

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

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

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