

Timbarra P-9 College

Child Safety Code of Conduct

HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact Timbarra P-9 College on (03) 9704 2744 or timbarra.p9@education.vic.gov.au.

OVERVIEW

Timbarra P-9 College 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 Timbarra P-9 College will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of Timbarra P-9 College 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 in the use of digital technology and social media.

ACCEPTABLE BEHAVIOURS

As staff, volunteers, contractors, and any other member of the school community involved in child-related work individually, we are 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 and concerns of students, particularly if they are telling you that they or another child has 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 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
- reporting any allegations of child abuse or other child safety concerns to the school's leadership team
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

UNACCEPTABLE BEHAVIOURS

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

- 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)
- 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 policy or where required for duty of care purposes
- in the school environment or at other school events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.

COMMUNICATION

This code of conduct will be communicated to our school community in the following ways:

- Available publicly on school website
- Included in staff induction processes
- At College Reception for visitors' acceptance at Compass sign-in
- Included in our staff Operations Guide
- Discussed at parent information nights/sessions
- Hard copy available from College Reception upon request

BREACHES TO THE CHILD SAFETY CODE OF CONDUCT

All Timbarra P-9 staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education and Training. Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Timbarra P-9 Child Safety Code of Conduct must be reported to the principal or other member of the Timbarra P-9 Leadership team.

If the breach or suspected breach relates to the principal, contact Michaela Cole, SEIL, Ph 8904 2628.

APPROVAL AND REVIEW

Created date	May, 2023
Consultation	School Council – 10 th of May, 2023.
Endorsed by	Cassandra Marinopoulos
Endorsed on	10 th of May, 2023
Next review date	May, 2024



Timbarra P-9 College

Child Safety Code of Conduct

If you have read, understood and agree to the terms of this Child Safety Code of Conduct please sign and date the document below and give to your HR Manager.

Complying with the terms of this Child Safety Code of Conduct is a condition of employment at this school.

CHILD SAFETY – CODE OF CONDUCT

For all school staff and volunteers at this school

ACKNOWLEDGEMENT:

I.....have read, understood and agree to comply with the terms of this Child Safety Code of Conduct.

UNACCEPTABLE BEHAVIOUR AND FAILURE TO FOLLOW THIS CODE OF CONDUCT:

The consequences for breaching this Child Safety Code of Conduct will be commensurate with the severity of the breach. The consequences may range from internal school actions to the involvement of the Victoria Police and/or DHHS Child Protection. Loss of teacher registration from the Victorian Institute of Teaching may also be a consequence. Complying with the terms of this Code of Conduct is a condition of employment at this school.

I understand that there are consequences for breaching this Child Safety Code of Conduct and that complying with the terms is a condition of employment at this school.

Signed.....Date.....

Please return this form to your HR Manager

The 11 Child Safe Standards:

Standard 1

Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued.

[Click here for details about Child Safe Standard 1](#)

Standard 2

Child safety and wellbeing is embedded in organisational leadership, governance and culture.

[Click here for details about Child Safe Standard 2](#)

Standard 3

Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.

[Click here for details about Child Safe Standard 3](#)

Standard 4

Families and communities are informed and involved in promoting child safety and wellbeing.

[Click here for details about Child Safe Standard 4](#)

Standard 5

Equity is upheld and diverse needs respected in policy and practice.

[Click here for details about Child Safe Standard 5](#)

Standard 6

People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

[Click here for details about Child Safe Standard 6](#)

Standard 7

Processes for complaints and concerns are child-focused.

[Click here for details about Child Safe Standard 7](#)

Standard 8

Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.

[Click here for details about Child Safe Standard 8](#)

Standard 9

Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

[Click here for details about Child Safe Standard 9](#)

Standard 10

Implementation of the Child Safe Standards is regularly reviewed and improved.

[Click here for details about Child Safe Standard 10](#)

Standard 11

Policies and procedures document how the organisation is safe for children and young people.

[Click here for details about Child Safe Standard 11](#)