



Safeguarding Children and Young People

Code of Conduct

St Joseph's Hawthorn

01/08/2016

OUR VISION STATEMENT

St Joseph's School aspires to live the values of Jesus within a welcoming Catholic community that celebrates and integrates faith, life, learning and culture; empowering our students to live together harmoniously in an ever changing world.

Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at St Joseph's Hawthorn against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional/occupational codes and St Joseph's Child Safety Policy.

All school and parish staff, volunteers, contractors, clergy, parents and carers at St Joseph's Hawthorn 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 acceptable behaviour towards and in the company of children, as noted below.

Acceptable behaviours

All school and parish staff, volunteers, contractors, clergy, parents and carers are responsible for supporting the safety of children by:

- adhering to the school's child safe policy and upholding the school's 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
- listening and responding to the views and concerns of children, 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 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 of 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
- reporting any allegations of child abuse to the principal or deputy principals

- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the *Crimes Act 1958*
- reporting any child safety concerns to the principal or deputy principals
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
- reporting to the Victorian Institute of Teaching any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or certain allegations or concerns about a registered teacher.

Unacceptable behaviours

All school and parish staff, volunteers, contractors, clergy, parents and carers 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 sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessary physical contact which 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
- express anti social personal views 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
- photograph or video a child without the consent of the parent or guardians
- use photographs or videos of a child for sexual gratification or exploitation
- work with children whilst under the influence of alcohol or illegal drugs
- consume illegal drugs at school or at school events
- consume alcohol excessively at school or at school events in the presence of children
- have contact with a child or their family outside of school without the principal or deputy principals knowledge and/or consent (this excludes parents and carers). Accidental contact, such as seeing people in the street, is appropriate.
- have any online contact with a child (including by social media, email, instant messaging, telephone etc) or their family (unless necessary eg by providing families with e-newsletters, assisting students with their school work or other school related matter). This excludes parents and carers.
- exchange personal contact details such as phone number, social networking sites or email addresses with a child (this excludes parents and carers)