

Sale & District Specialist School Child Safe Code of Conduct



Date: October 2024

Review Date: October 2026



Help for non-English speakers

If you need help to understand this policy, please contact the principal.

Sale & District Specialist School 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 **Sale & District Specialist School** will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide an inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of **Sale & District Specialist School** 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.

Purpose

Our Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people in our school.

All Sale & District Specialist School staff, volunteers, contractors, service providers, school council members and any other adult involved in child-connected work must follow the Child Safety Code of Conduct.

The Child Safety Code of Conduct applies to all physical and online environments used by students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

Acceptable Behaviours

All personnel of Sale & District Specialist School are responsible for supporting and promoting the safety and participation, of children by:

- upholding our Sale & District Specialist School commitment to child safety at all times and adhering to our Child Safety and Wellbeing Policy

- taking all reasonable steps to protect children from abuse
- treating students and families in our school community with respect in our school environment and outside our school environment as part of normal social and community activities
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal & Torres Strait Islander children (for example, by never questioning an Aboriginal child's self-identification)
- promoting the cultural safety, participation and empowerment of Aboriginal students, students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home and lesbian, gay, bisexual, transgender and intersex (LGBTIQ+) students
- ensuring, as far as practicable, that adults are not alone with a student – one-to-one interactions between an adult and a student are to be in an open space or in line of sight of another adult.
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
- reporting any allegations of child abuse to **Sale & District Specialist School** student wellbeing officer and the Principal, and ensure any allegation is reported to the police or child protection
- ensuring as quickly as possible that the child(ren) is safe, if an allegation of child abuse is made
- encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.
- 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

As Sale & District Specialist School, staff, volunteers, contractors and member of our school community involved in child-connected work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, by offering gifts)
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a student
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance
- treat a child or student 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 schoolwork or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child or student in a school environment except in accordance with the Photographing, Filming and Recording Students policy or where required for duty of care purposes
- consume alcohol against school policy or take illicit drugs in the school environment or at school events where students are present, including camps
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.

Breaches to the Child Safety Code of Conduct

All Sale & District Specialist School 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 Sale & District Specialist School Child Safety Code of Conduct must be reported to the principal and Rebecca Bagshaw, School Wellbeing Officer and Child Safe Champion.

If the breach or suspected breach relates to the principal, contact Rebecca Bagshaw, School Wellbeing Officer and Child Safe Champion.

If you believe a child is at immediate risk of abuse phone 000.

I agree to adhere to this Code of Conduct:

Name:

Signature:

Date:

Please note this code of conduct must be signed by all staff members, volunteers and those undertaking placements prior to engaging in work with students at Sale & District Specialist School.

Approval and review

Created date	September 2024
Consultation	All staff members 16.10.2024 School Council 16.10.2024
Endorsed by	Casey Moon, School Council President
Endorsed on	October 2024
Next review date	February 2026