



CHILD SAFE CODE OF CONDUCT

Statement of Commitment

At Carlton North Primary School we are committed to child safety.

We strive to ensure that all children are safe, happy and empowered. We are committed to the participation and inclusion of all children.

We support and respect all children, our staff and all other visitors to the school.

We are committed to the cultural safety and inclusion of Aboriginal and Torres Strait Islander children and children from culturally and/or linguistically diverse backgrounds, as well as the safety and inclusion of children with disabilities.

We are committed to preventing child abuse in all school environments. We identify risks early, and remove and reduce these risks.

We conduct robust recruitment processes and follow the DET guidelines for human resource management, including training of all our staff and volunteers on child safety, abuse and risks.

We have zero tolerance for child abuse, and all allegations and safety concerns will be treated very seriously and consistently through the implementation of our policies and procedures.

Every person involved at CNPS has a responsibility to understand the important and specific role they play, individually and collectively, to ensure that the wellbeing and safety of all children is at the forefront of all they do and every decision they make.

Definitions

A full list of definitions for Ministerial Order No. 870 is available at www.vrqa.vic.gov.au/childsafes.

Child safety encompasses matters related to protecting all children from child abuse, managing the risk of child abuse, providing support to a child at risk of child abuse, and responding to incidents or allegations of child abuse.

Child abuse includes–

- any act committed against a child involving–
 - a sexual offence or
 - an offence under section 49B(2) of the *Crimes Act 1958* (grooming)
- the infliction, on a child, of–
 - physical violence or
 - serious emotional or psychological harm
- serious neglect of a child.

School environment means any physical or virtual place made available or authorised by the school governing authority for use by a child during or outside school hours, including:

- a campus of the school
- online school environments (including email and intranet systems)
- other locations provided by the school for a child's use (including, without limitation, locations used for school camps, sporting events, excursions, competitions, and other events).

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, DET policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel. It is expected that all staff, children, parents/carers, volunteers and external providers abide by the DET Child Safe Standards at all times. The DET Child Safe Standards are:

- Standard 1 – strategies to embed an organisational culture of child safety, including through effective leadership arrangements
- Standard 2 – Develop, implement and review a child safe policy or statement of commitment to child safety
- Standard 3 – Review current code of conduct so that it establishes clear expectations for appropriate behaviour with children
- Standard 4 – Implement appropriate screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel
- Standard 5 – Continue to develop and implement processes for responding to and reporting suspected child abuse in line with DET
- Standard 6 – Implement recommended strategies to identify and reduce or remove risks of child abuse
- Standard 7 – Further develop strategies to promote the participation and empowerment of children.

The Principal and school leaders of Carlton North Primary School 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 Carlton North Primary 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 to all school environments.

In its planning, decision-making and operations Carlton North Primary School will:

1. Take a preventative, proactive and participatory approach to child safety;
2. Value and empower children to participate in decisions which affect their lives;
3. Foster a culture of openness that supports all persons to safely disclose risks of harm to children
4. Respect diversity in cultures and child rearing practices while keeping child safety paramount;
5. Provide written guidance on appropriate conduct and behaviour towards children;
6. Engage only the most suitable people to work with children and have high quality staff and volunteer supervision and professional development. Ensuring that all such people have current Working with Children Checks (WWCC).
7. Ensure children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such issues;
8. Report suspected abuse, neglect or mistreatment promptly to the appropriate authorities;
9. Share information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and
10. Value the input of and communicate regularly with families and carers.

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;
- 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 Principal and Assistant Principal;
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse; and
- 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; and
- 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

Corporal Punishment is prohibited in all Victorian schools. Corporal punishment must NOT be used at CNPS under any circumstances.

This policy will be reviewed annually or sooner if required.

This policy was ratified by School Council on 6 September 2017.