



BUCKLEY PARK COLLEGE

Child Safe – Code of Conduct

Developed: July 2016

Revised: Annually in Term 1 **Review Date:** March 2019

Endorsed by school council 19/3/2018

Rationale: The Victorian Child Safe Standards require organisations that provide services for children to have a code of conduct that establishes clear expectations for appropriate behaviour with children. This code of conduct helps the Buckley Park College community enforce appropriate behaviour with children in this school.

What is a Code of Conduct?

The Buckley Park College Child Safe Code of Conduct outlines expected standards for appropriate behaviour with and in the company of children, including online conduct.

Our Child Safe Code of Conduct should be read in conjunction with our College Council approved Child Safe policy. This code of conduct will be used at our school:

- as part of induction training for new leadership members, staff and volunteers
- as part of refresher training for existing leadership members, staff and volunteers
- to inform parents/carers and other persons associated with Buckley Park College of the behaviour they can expect from the school's leadership, staff and visitors
- to support and inform organisational protocols and reporting procedures should breaches of the code be suspected or identified
- Include a reference to the Code of Conduct in employment advertisements and contracts to ensure compliance.

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:

- adhering to the Buckley Park College Child Safe policy at all times
- adhere to all other existing child safe policies and processes at Buckley Park College
- taking all reasonable steps to protect children from abuse
- completing an annual, compulsory Mandatory Reporting of Child Abuse learning module through the DET ([Reporting Obligations](#))
- only take photographs of students with student and family consent agreed
- treating everyone with respect, in accordance with our College values: respect, trust, responsibility, creativity, acceptance, determination and honesty
- listening and responding to the views and concerns of children, particularly if they disclose that they, or another child, has been abused and/or are worried about their safety or the safety of another student
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children
- promoting the cultural safety, participation and empowerment of children with religious, culturally and/or linguistically diverse backgrounds

- ensuring full implementation of the College Student Engagement and Wellbeing; and Bullying Prevention policies
- promoting the safety, participation and empowerment of children with a disability
- reporting any allegations of child abuse to the College Principal, Assistant Principal/s or Student Wellbeing Intervention Leader
- reporting any child safety concerns to the College Principal, Assistant Principal/s or Student Wellbeing Intervention Leader
- if an allegation of child abuse is made, the Student Wellbeing team will ensure as quickly as possible that the child(ren) are safe
- encouraging genuine student voice and provide opportunities for students to contribute to decision-making processes across the College

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
- 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
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- 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
- 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
- put children at risk of abuse - for example, by locking doors
- use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, including because of culture, race, ethnicity or disability
- photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes¹
- in the school environment or at other school events where students are present, consume alcohol contrary to school policy² or take illicit drugs under any circumstances.
- ignore or disregard any suspected or disclosed child abuse

¹ SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/photoandfilm.aspx> . The policy says the school should get consent before taking and publishing photos of a student. This applies every time a photo is taken. The same policy applies for excursions and school activities.

² SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/alcohol.aspx>. The policy says the school must obtain school council approval before alcohol can be consumed on school grounds or at a school activity. The policy says staff members should not consume alcohol during camps and excursions. It is silent on whether they can consume alcohol at other school events where students are present, this is a matter that the school needs to decide upon – draft text is provided in the guidance fact sheet

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to the College Principal, Assistant Principal/s or Student Wellbeing Intervention Leader.

CRICOS PROVIDE code: 00861K

CRICOS PROVIDE name: Department of Education and Training

