



Safeguarding Children and Young People Code of Conduct St Raphael's Primary School 2017

Vision

St. Raphael's is a Catholic primary school and an integral part of West Preston Parish.

In partnership with our parents and Church, we promote and live the gospel values and celebrate our Catholic faith and tradition. We educate children to be confident, skilled and positive contributors to our world.

Inspired by the life of Jesus our patron St. Raphael and with our students at the centre of who we are and what we do, we foster positive relationships through

- acceptance
- trust
- hope
- honesty

Purpose

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

All staff, volunteers, contractors, clergy and board/school council members at St Raphael's Primary School 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, compassion and justice; as well as St Raphael's School values of acceptance, honesty, trust and hope. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

Acceptable Behaviours

All staff, volunteers, contractors, clergy and board/school council members 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 against all forms of abuse
- Treating everyone in the school community with respect (modelling positive and respectful relationships and acting in a manner that sustains a safe, educational and pastoral environment)
- Listening and responding to the views and concerns of children, particularly if they are telling you that they or another child have been abused or that they are worried about their safety/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 policy towards 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 children
- Reporting any allegations of child abuse to the school's leadership
- Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the *Crimes Act 1958* (VIC.)
- Reporting and child safety concerns to the school's leadership
- If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe

Unacceptable Behaviours

All staff, volunteers, contractors, clergy and board/school council members 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 with 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 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
- Discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- Have inappropriate contact with a child or their family outside of school without the school's leadership knowledge and/or consent
- Have any inappropriate online contact with a child (including by social media, email, instant messaging etc.) or their family (unless necessary e.g. by providing families with e-newsletters or assisting students with their school work)
- Photograph or video a child without the consent of the parent or guardians
- Work with children while under the influence of alcohol or illegal drugs
- Consume alcohol or illegal drugs at school or at school events in the presence of children (with blood alcohol content not exceeded the legal limit). (Adapted from Source: VRQA)

I, _____, confirm I have been provided with a copy of the above Code of Conduct.

Working With Children Check Number: _____ Expiry Date _____

Signed: _____ Date: _____