

## CODE OF CONDUCT

All staff and volunteers of St Francis of Assisi Primary School Primary School 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 and board/ school council members are responsible for supporting the safety of children by:

- Adhering to St Francis of Assisi'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 (eg: never questioning an Aboriginal or Torres Strait Islander child's self identification)
- Promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (eg: by having zero tolerance of discrimination)
- Promoting the safety, participation and empowerment of children with a disability (eg: during personal care activities)
- Ensuring as far as practicable that adults are not alone with children
- Reporting any allegation of child abuse to the school's Principal or Deputy Principal
- 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 school's Principal or Deputy Principal
- If an allegation of child abuse is made, ensuring as quickly as possible that the child/ children are safe

### **UNACCEPTABLE BEHAVIOURS:**

All staff and volunteers must not:

- Ignore or disregard any suspected or disclosed child abuse
- Develop any 'special' relationships with children that could be seen as favouritism (eg: the offering of gifts or special treatment for specific children)
- Exhibit behaviours with children which may be construed as unnecessarily physical (eg: inappropriate sitting on laps)
- Put children at risk of abuse (eg: 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 (eg: 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
- Have contact with a child or their family outside of school without the Principal's knowledge or consent or approval from CEW (eg: unauthorised after hours tutoring, private instrumental/ other lessons or sport coaching)
- Accidental contact, such as seeing people in the street, is appropriate
- Have any online contact with a child (including social media, email, instant messaging etc) or their family (unless necessary eg: providing families with e-newsletters or assisting students with their school work)
- Use any personal communication channels/ device such as a personal email account
- Exchange personal contact details such as phone number, social networking sites or email addresses
- Photograph or video a child without the consent of the parent or guardian
- Work with children whilst under the influence of alcohol or illegal drugs
- Consume alcohol or illegal drugs at school or at school events in the presence of children

I, \_\_\_\_\_ confirm that I have been provided with a copy of the above Code of Conduct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_