



BELMONT PRIMARY SCHOOL
Child Safety Code of Conduct
Child Safe Standard 3



Belmont Primary 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.

PURPOSE

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.

IMPLEMENTATION

The Principal and school leaders of Belmont 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 Belmont Primary School will also provide information and support to enable the Code of Conduct to operate effectively. This will include but not be limited to:

- The Child Safety Code of Conduct is read in conjunction with the *Child Safety and Wellbeing Policy*.
- The Child Safety Code of Conduct is part of induction training for new staff and volunteers and as part of refresher training for existing leadership members, staff and volunteers (including non-teaching staff e.g external Music teachers, ICT staff and Maintenance staff who are also given the document).
- A copy of Ministerial Order 870 and VIT Code of Conduct will be provided to all staff. This may be in print or available in digital form.
- A Child Safety Code of Conduct has been developed and endorsed by School Council.
- Parents and Community have access to the documents on the school website.
- Parents/carers and other persons associated with the school are informed of behaviour they can expect from the school's leadership, staff, contractors and volunteers.
- The Code of Conduct supports and informs school protocols and reporting procedures should breaches of the code be suspected or identified.
- Reference to the Code of Conduct is included in employment advertisements and contracts to ensure compliance.

All staff (teaching and non-teaching staff) and volunteers will read, sign and comply with the Child Safety Code of Conduct by observing expectations for appropriate behaviour below, before working with students at Belmont Primary School. The Code of Conduct will be included in staff induction processes. All staff will re-read the Child Safety Code of Conduct at the beginning of each year and comply with it at all times.

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.**

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

Respect – Honesty – Responsibility – Courage – Learning – Community

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 and Child Safety Code of Conduct at all times and adhering to the school's child safe policies
- 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 and having zero tolerance of discrimination
- promoting the safety, participation and empowerment of students with a disability
- taking all reasonable steps to protect children from abuse
- treating all children with respect
- ensuring as far as practicable that adults are not left alone with a child in spaces that are not open and visible to others
- reporting any allegations of child abuse or other child safety concerns to the school's leadership and ensuring any allegation is reported to the police or child protection
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm
- encouraging children to 'have a say' and participate in all relevant school activities where possible, especially on issues that are important to them.

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*)
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- exhibit behaviours with children which may be construed as unnecessarily physical (*eg: inappropriate sitting on laps*)
- place students in a situation of being at risk of abuse (*eg placing alone in a closed room or leaving them alone with an unknown person*)
- do things of a personal nature for a child that they 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, relationship and family matters*)
- 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
- have contact with a child or their family outside of our school without the school's leadership knowledge and/or consent (*eg babysitting or tutoring*). Accidental contact, such as seeing people in the street, is appropriate. This clause is not intended to prevent contact at community events or through community organisations and personal family connections.
- 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 necessary, reasonable and directly 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 without the permission of the parents, except in accordance with school policy, class work requirements or where required for duty of care purposes
- in the school environment or at other school events where students are present, consume alcohol contrary to school policy, smoke or take illicit drugs under any circumstances.

Endorsed by School Council: 27/02/2019

Review Date: 2021



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By observing the Belmont Primary School CHILD SAFETY CODE OF CONDUCT, you acknowledge your responsibility to immediately report any breach of this code to the Belmont Primary School leadership team.

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

I acknowledge that I have been provided with a copy of the Belmont Primary School Code of Conduct.

I agree to adhere to this Code of Conduct:

Name: _____

Role/Position: _____

Signature: _____

Date: ____/____/____