

CHILD SAFETY CODE OF CONDUCT

STAFF, VOLUNTEERS AND SCHOOL COUNCIL MEMBERS

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All staff, volunteers and School Council members of Chelsea Primary School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

All personnel of Chelsea Primary School are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

* adhering to **Chelsea Primary School’s** child safe policy at all times / upholding **Chelsea Primary School’s** statement of commitment to child safety at all time
* taking all reasonable steps to protect children from abuse
* treating everyone 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 and/or are worried about their safety or the safety of another
* promoting the safety, participation and empowerment of Aboriginal and Torres Strait Islander children and those who are culturally, intellectually, linguistically, physically or gender diverse.
* ensuring as far as practicable that any adult is not left unsupervised with a child
* reporting any allegations of child abuse to **Chelsea Primary School’s** Child Safety Officer-Principal /Assistant Principal and ensure any allegation to reported to the police or child protection
* reporting any child safety concerns to **Chelsea Primary School’s** Child Safety Officer-Principal/Assistant Principal
* if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe
  + encouraging children to ‘have a say’ and participate in all relevant organisational activities where possible, especially on issues that are important to them.

**Staff and volunteers must not:**

* 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)
* 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 because of diversity, culture, race, ethnicity or disability
* have contact with a child or their family outside of our organisation without our child safety officer’s knowledge and/or consent (for example, no babysitting). Accidental contact, such as seeing people in the street, is appropriate
* maintain professional online contact with a child or their family (unless necessary, for example providing families with e-newsletters)
  + ignore or disregard any suspected or disclosed child abuse

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to **Chelsea Primary School’s** Child Safety Officer - Principal / Assistant Principal.

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

I agree to adhere to this Code of Conduct:

Name: ……………………………….............

Signature: ……………………………………

Date: ……………………………………........

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| **Evaluation** | *To be reviewed as part of the Education Sub Committee 2 year minor policy review cycle* |
| **Date Ratified** | October 2016 |
| **Next review date** | October 2018 |
| **Related Policies** | Duty of Care Policy Visitors Policy  Diversity Policy Anaphylaxis Policy  Sunsmart Policy Mandatory Reporting Policy  Hydration Policy First Aid Policy |
| **Related Documents** |  |
| **Resources** | Child Safe Standards  <http://www.education.vic.gov.au/about/programs/health/Pages/childsafe.aspx>  <http://www.education.vic.gov.au/school/principals/spag/safety/pages/dutyofcare.aspx> |