



Tecoma Primary School

Child Safety Code of Conduct

The child safe standards require organisations that provide services for children¹ to have a code of conduct that establishes clear expectations for appropriate behaviour with children.

A code of conduct is put into place to ensure appropriate behaviours with children are enforced in the school, to help protect children from abuse.²

At Tecoma Primary School we have a commitment to **zero tolerance of child abuse**. This is a commitment which is led by our School Council, School Leadership team, all staff and is shared openly and transparently with all members of our school community.

Purpose:

Tecoma Primary School's Code of Conduct will be used:

- as part of induction training for new staff, School Councillors and volunteers
- as part of refresher training for staff, School Councillors and volunteers
- to inform parents/carers and other persons associated with Tecoma PS what behaviour they can expect from our school's leadership team, staff, School Councillors and volunteers
- to support and inform organisational protocols and reporting procedures should breaches of the code be suspected or identified
- as a reference to the code of conduct in employment advertisements and contracts to ensure compliance.

Objectives:

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

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

- adhering to Tecoma Primary School's Child Safety Policy at all times
- upholding Tecoma Primary School's statement of commitment to child safety at all times
- 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 cultural safety, participation and empowerment of Aboriginal children (for example, by never questioning an Aboriginal 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 of 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 left alone with a child

¹ For a [list of the organisations in scope](http://www.dhs.vic.gov.au/about-the-department/documents-and-resources/policies,-guidelines-and-legislation/in-scope-organisations-for-child-safe-standards) for the child safe standards, please see the Department of Health and Human Services website: <www.dhs.vic.gov.au/about-the-department/documents-and-resources/policies,-guidelines-and-legislation/in-scope-organisations-for-child-safe-standards>.

² The child safe standards aim to protect children from abuse in organisations, including physical violence, sexual offences, serious emotional or psychological abuse and serious neglect. For further explanation of the different types of child abuse, please see see [An Overview of the Victorian child safe standards](http://www.dhs.vic.gov.au/__data/assets/word_doc/0005/955598/Child-safe-standards_overview.doc): <www.dhs.vic.gov.au/__data/assets/word_doc/0005/955598/Child-safe-standards_overview.doc>.

- reporting any allegations of child abuse to the Principal/Assistant Principal or a member of the leadership team, and ensure any allegation are reported to the police or child protection
- reporting any child safety concerns to the Principal/Assistant Principal or a member of the leadership team,
- 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, School Councillors 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. Sitting on laps could be appropriate sometime, for example while reading a storybook to a small child in an open plan area)
- 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 culture, race, ethnicity, sexuality or disability
- have any 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 the Principal/Assistant Principal or a member of the leadership team,

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: