



## CHILD SAFE CODE OF CONDUCT

Approved by School Council August 2019

### RATIONALE

All staff, volunteers and School Council Members of Bentleigh Secondary College are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children.

### IMPLEMENTATION

All personnel of Bentleigh Secondary College are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

- adhering to child safe policy at all times / upholding the Bentleigh Secondary College's statement of commitment to child safety at all times as outlined in the Child Safe policy
- 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
- supporting children who are vulnerable
- reporting any allegations of child abuse to the Wellbeing team/Principal Class, and ensure any allegation is reported to the police or Department of Health and Human Services (DHHS) – Child Protection following the Mandatory Reporting requirements
- reporting any child safety concerns to the Wellbeing team/Principal Class
- 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
- Promoting the safety, participation and empowerment of children who identify as sexually diverse or gender diverse

### 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, including because of culture, race, sexuality, gender, ethnicity or disability
- have organised contact with a child outside of our organisation without our Principal's knowledge and/or consent (for example, babysitting). Accidental contact, such as seeing people in the street, is appropriate
- use any personal contact details such as phone number, social networking sites or private email addresses (unless under exceptional circumstances with the permission of the Principal)
- have any online contact with a child that is unrelated to their professional duties
- 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 a member of the Principal Class.

**If you believe a child is at risk of abuse, take immediate action following mandatory reporting procedures.**

### EVALUATION

*Review annually, by Policy and Accountability Committee with ecommendations to College Council.*