

# Safeguarding Children and Young People Code of Conduct

## Rationale:

Wallan Secondary College has zero tolerance to child abuse and is committed to the protection and wellbeing of all students whilst participating in school activities both during and outside school hours. We hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our school.

## Purpose:

This Code of Conduct has a specific focus on safeguarding children and young people at Wallan Secondary College against sexual, physical, psychological and emotional abuse or neglect.

All staff, volunteers, contractors and community members 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, contractors and community members are responsible for supporting the safety of children and our young people by:

- Adhering to the College's Child Safety Policy at all times
- Taking all reasonable steps to protect children and young people from abuse
- Treating everyone in the school community with respect (modelling positive and respectful relationships and acting in a manner that sustains a safe learning environment at all times
- Listening and responding to the views and concerns of children and young people, particularly if they are telling you that they or another child or young person has been abused or that they are worried about their safety/the safety of another child or young person
- Promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children (for example, by never questioning an Aboriginal and Torres Strait Islander child's self-identification.)
- Promoting the cultural safety, participation and empowerment of children and young people with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance policy towards discrimination).
- Promoting the safety, participation and empowerment of children or young people with a disability (for example, during personal care activities).
- Ensuring as far as practicable that adults are not alone with a child or young person.

- Reporting any allegations of child abuse to a member of the College Principal Class
- Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic.).
- Reporting any child or young person's safety concerns to a member of the College Principal Class
- If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe.

### **Unacceptable behaviours:**

Staff and volunteers must not:

- Ignore or disregard any suspected or disclosed child abuse
- Develop any 'special' relationships with children or young people that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- Exhibit behaviours with children or young people which may be construed as unnecessarily physical (for example, inappropriate sitting on laps)
- Put children at risk of abuse (for example, by locking doors)
- Initiate unnecessary physical contact with children or young people or do things of a personal nature that a child or young person 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 or young people (for example, personal social activities)
- Use inappropriate language in the presence of children or young people
- Express personal views on cultures, race or sexuality in the presence of children or young people
- Discriminate against any child or young person, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- Have contact with a child/young person or their family outside of school without the knowledge of the College Principal Class and/or consent (for example, unauthorised after-hours tutoring, private instrumental/other lessons or sporting coaching, professional discussions in the community); accidental contact, such as seeing people in the street is appropriate
- Have any online contact with a child or young person (including by social media, email, instant messaging, Facebook etc.) or their family (unless necessary e.g. by 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 or young person without the consent of the parent or guardians.
- Work with children while under the influence of alcohol or illegal drugs.
- Consume alcohol or drugs at school or at a school event in the presence of children or young people.

I, \_\_\_\_\_ (*name*), confirm that I have been provided with a copy of the above Code of Conduct, and that I have completed the staff declaration form seeking approval from the Principal, if required by this code of conduct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Safeguarding Children and Young People

### Declaration of Contact with Children and Families

The Safeguarding Children and Young People Code of Conduct lists a number of acceptable and unacceptable behaviour.

I, \_\_\_\_\_ (*name*), declare below any contact with a student and/or family that I have outside of school of a personal or formal nature that requires the permission of the Principal.

Details of contact (including type of contact, reason and frequency).

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Signed: \_\_\_\_\_ (*Principal WSC*) Date: \_\_\_\_\_

Principal's permission granted/not granted

Comments:

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Signed: \_\_\_\_\_ (*staff member/volunteer*)  
Date: \_\_\_\_\_