

# Tyers Primary School – Child Safety, Code of Conduct

## Purpose of this Code of Conduct

Tyers Primary School 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.

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. This Code of Conduct should be read in conjunction with the Tyers Primary School, Statement of Values as delineated in Appendix 1 of the Tyers Primary School Student Engagement and Inclusion Policy.

The Principal and school leaders of Tyers 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 Tyers Primary School will also provide information and support to enable the Code of Conduct to operate effectively.

It is crucial that child safety is part of the everyday thinking and practice of all within the school and wider community. A Child Safety Officer will be designated to provide authoritative advice to all staff, raise awareness about child safety at Tyers Primary School including ensuring the school's relevant policies are known and used appropriately and undertake training to ensure relevant skills and knowledge are current. At Tyers Primary School the Principal is the Child Safety Officer.

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.

## 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 at all times and adhering to the school's child safe policy,
- 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,
- promoting the safety, participation and empowerment of vulnerable students and students with a disability,
- reporting any allegations of child abuse or other child safety concerns to the school's leadership.
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse, and
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

## 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),
- exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic, or service delivery context,
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate,
- 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,
- 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 reasonable in all the circumstances, 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 except in accordance with school policy or where required for duty of care purposes<sup>1</sup>, and
- in the school environment or at other school events where students are present, consume alcohol contrary to school policy<sup>2</sup> or take illicit drugs under any circumstances.

## Related School Policies

This policy should be read and understood (but not limited to) in conjunction with the following school policies:

- Bullying & Harassment Policy
- ICT & Internet Acceptable Use Policy
- Mandatory Reporting Policy
- Student Engagement & Inclusion Policy
- Supervision and Duty of Care Policy
- Volunteer Checks (WWCC) Policy
- Working With Children Check Policy

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<sup>1</sup> SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/photoandfilm.aspx> . The policy says the school should get consent before taking and publishing photos of a student. This applies every time a photo is taken. The same policy applies for excursions and school activities.

<sup>2</sup> SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/alcohol.aspx>. The policy says the school must obtain school council approval before alcohol can be consumed on school grounds or at a school activity. The policy says staff members should not consume alcohol during camps and excursions. It is silent on whether they can consume alcohol at other school events where students are present, this is a matter that the school needs to decide upon.

## Links and references

This policy should be read in conjunction with:

- *Child Safe Standards – Managing the Risk of Child Abuse in Schools*  
[Ministerial Order No. 870](#)

### School Policy and Advisory Guide:

- [Duty of care](#)
- [Child Protection Reporting Obligations](#)
- [Responding to Student Sexual Assault](#)
- [Protecting the safety and wellbeing of children and young people](#)

### External Resources

Department resources:

- [A step-by-step guide to making a report to Child Protection or Child FIRST \(PDF - 270Kb\)](#)
- [Protecting the safety and wellbeing of children and young people](#)
- [Protecting Children - Mandatory Reporting and Other Obligations](#) - elearning module log-in

Other resources:

- Daniel Morcombe Child Safety Curriculum:
  - Government schools, see: FUSE (Edumail password is required before searching [Daniel Morcombe Child Safety Curriculum](#))
  - Parents, see: [Daniel Morcombe Child Safety Curriculum Parent Guides - Queensland Department of Education, Training and Employment](#).
- Department of Health and Human Services:
  - [Child Protection](#)
  - [Child FIRST](#)
- [Victoria Police Sexual Offences and Child Abuse Investigation Teams \(SOCIT\)](#)
- [Victorian Registration and Qualification Authority \(2016\) Information Sheet](#). CHILD SAFE STANDARD 2: A child safety policy or a statement of commitment to child safety
- [Commission for Children and Young People \(2015\) A Guide For Creating A Child Safe Organisation](#), Version 2.0.
- [State of Victoria \(2010\) Protecting the safety and wellbeing of children and young people](#): A joint protocol of the Department of Human Services Child Protection, Department of Education and Training, Licensed Children's Services and Victorian Schools

### Related Legislation

- *Child Wellbeing and Safety Amendment (Child Safe Standards) Bill 2015*
- *Children, Youth and Families Act 2005*
- *Education and Training Reform Act 2006*
- *Victorian Institute of Teaching Act 2001*

## Review

The Tyers Primary School School Council and staff will regularly monitor and review the effectiveness of the Child Safety, Code of Conduct and revise the code of conduct tri-annually or as required by completing a review.

Child Safety, Code of Conduct updates and requirements will be made available to staff, families and visitors.

This Code of Conduct was ratified by School Council at the School Council Meeting held 23/10/2018.