

# Black Hill Primary School Child Safe Code of Conduct Policy

## Child Safe Standards 2 and 9



### Help for non-English speakers:

If you need help to understand the information in this policy, please contact the school on 03 53324544

### PURPOSE:

Our Child Safety Code of Conduct sets out the expected behaviours of adults with children and young people in our school. All Black Hill Primary School staff, volunteers, contractors and visitors to Black Hill Primary School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children.

The Child Safety Code of Conduct applies to all physical and online environments used by students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

As per Department of Education and Training Child Safe Code of Conduct.

### AIMS:

- Black Hill's Child Safe Code of Conduct provides all staff, volunteers, visitors and contractors with a set of clear principles about how they should behave with children.
- Black Hill's Child Safe Code of Conduct establishes clear behavioural expectations and boundaries for personnel interacting with children.

### IMPLEMENTATION:

#### Acceptable behaviours

As Black Hill Primary School's staff, volunteers, contractors, and any other member of our school community involved in child-connected work, we are responsible for supporting and promoting the safety of children by:

- upholding our school's commitment to child safety at all times and adhering to our Child Safety and Wellbeing Policy;
- treating students and families in our school community with respect in our school environment and outside our school environment as part of normal social and community activities;
- listening and responding to the views and concerns of students, particularly if they disclose that they or another child or student has been abused or are worried about their safety or the safety of another child or student;
- promoting the cultural safety, participation and empowerment of Aboriginal students, students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home and lesbian, gay, bisexual, transgender and intersex (LGBTIQ+) students;
- ensuring, as far as practicable, that adults are not alone with a student – one-to-one interactions between an adult and a student are to be in an open space or in line of sight of another adult;
- reporting any allegations of child abuse or other child safety concerns to the school's principal or delegated staff member;
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our child safety responding and reporting policy and procedures;

[<https://www.education.vic.gov.au/childhood/professionals/health/childprotection/Pages/econlinelearning.aspx>] and the [PROTECT Four Critical Actions](#).

- Ensuring as quickly as possible, that if child abuse is suspected, that the student(s) are safe and protected from harm.

### Unacceptable behaviours

As Black Hill Primary School's staff, volunteers, contractors and member of our school community involved in child-connected work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm;
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, by offering gifts);
- display behaviours or engage with students in ways that are not justified by the educational or professional context;
- ignore an adult's overly familiar or inappropriate behaviour towards a student;
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance;
- treat a child or student 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 schoolwork or extra-curricular activities or where there is a safety concern or other urgent matter;
- photograph or video a child or student in a school environment except in accordance with the [Photographing, Filming and Recording Students policy](#) or where required for duty of care purposes;
- consume alcohol against school policy or take illicit drugs in the school environment or at school events where students are present;
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.

### Breaches to the Child Safety Code of Conduct

All Black Hill Primary School's staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education and Training Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Black Hill Primary School Child Safety Code of Conduct must be reported to the principal.

If the breach or suspected breach relates to the principal, contact the Department of Education and Training.

Fulfilling the roles and responsibilities contained in the procedure does not displace or discharge any other obligations that arise if a person reasonably believes that a child is at risk of child abuse.

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

### EVALUATION:

This policy is to be reviewed as part of the school's three-year review cycle.

### Approval and review

<b>Created date</b>	<b>August 2016</b>
<b>Consultation</b>	Staff, Parents, School Council Policy Sub-Committee
<b>Endorsed by</b>	Black Hill Primary School Council

<b>Endorsed on</b>	September 2022
<b>Next review date</b>	September 2025

**Attachment: Statement of Commitment to Child Safety**



# Statement of Commitment to Child Safety

## Child Safe Standard 2

Black Hill Primary School is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making.

Black Hill Primary School has zero tolerance for child abuse.

Black Hill Primary School is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

Every person involved in Black Hill Primary School has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

In addition, the Statement of Commitment may describe the school's principles for child safety. For example<sup>1</sup>:

"In its planning, decision-making and operations Black Hill Primary School will

1. Take a preventative, proactive and participatory approach to child safety;
2. Value and empower children to participate in decisions which affect their lives;
3. Foster a culture of openness that supports all persons to safely disclose risks of harm to children
4. Respect diversity in cultures and child rearing practices while keeping child safety paramount;
5. Provide written guidance on appropriate conduct and behaviour towards children;
6. Engage only the most suitable people to work with children and have high quality staff and volunteer supervision and professional development;
7. Ensure children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such issues;
8. Report suspected abuse, neglect or mistreatment promptly to the appropriate authorities;
9. Share information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and
10. Value the input of and communicate regularly with families and carers."

<sup>1</sup> Adapted from Our Community (2016) *Child Protection Toolkit: What every not-for-profit organisation must do now*.