



CHILD SAFETY CODE OF CONDUCT

BACKGROUND

This Code of Conduct has been developed to assist Camelot Rise Primary School to enforce appropriate behaviour with children and help protect them from abuse.

PURPOSE

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

GUIDELINES

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

- adhering to the Camelot Rise Primary School child safety policy at all times / upholding the Camelot Rise Primary School 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 and Torres Strait Islander 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)
- respecting a student's choice to identify as their desired gender when this does not align with their designated sex at birth.
- Respecting a student's sexual orientation including those who identify as Lesbian, Gay, Bisexual, transsexual or Intersex.
- ensuring as far as practicable that adults are not left alone with a child
- reporting any allegations of child abuse to Camelot Rise Primary School Child Safety Officer (Assistant Principal) / leadership, and ensure any allegation is reported to the police or child protection
- reporting any child safety concerns to the Camelot Rise Primary School Child Safety Officer (Assistant Principal) / leadership
- if an allegation of child abuse is made, ensure as quickly as possible that the child/children 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.

IMPLEMENTATION

Staff and volunteers should not:

- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment to 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 sometimes, 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, including his/her culture, race, ethnicity, disability, gender orientation or sexual identity
- have contact with a child or their family outside the school beyond that of their professional relationship or volunteer role. Accidental contact, such as seeing people in the street, is appropriate.
- have any online contact with a child or his/her family (unless necessary, for example providing families with notifications through Compass)
- 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 Camelot Rise Primary School Child Safety Officer (Assistant Principal) / leadership.

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

EVALUATION

This policy will be reviewed as part of the school's three-year review cycle or as required.

RELEVANT DOCUMENTS AND LINKS

Camelot Rise's definition of Child Abuse is as such:

Child abuse includes:

- (a) Any act committed against a child involving –
 - (i) A sexual offense or
 - (ii) An offense under section 49B of the Crimes Act 1958 (grooming).

- (b) The infliction on a child of –
 - (i) Physical violence; or
 - (ii) Serious emotional or psychological harm
 - (iii) Serious neglect of a child.

Further information on child safe standards can be found on the [Department of Health and Human Services website](http://www.dhs.vic.gov.au/about-the-department/plans,-programs-and-projects/projects-and-initiatives/children,-youth-and-family-services/creating-child-safe-organisations): <www.dhs.vic.gov.au/about-the-department/plans,-programs-and-projects/projects-and-initiatives/children,-youth-and-family-services/creating-child-safe-organisations>

Additional resources for organisations in the child safe standards toolkit can be found on the [Department of Health and Human Services website](http://www.dhs.vic.gov.au/about-the-department/documents-and-resources/policies,-guidelines-and-legislation/child-safe-standards): <www.dhs.vic.gov.au/about-the-department/documents-and-resources/policies,-guidelines-and-legislation/child-safe-standards>. In particular, [An Overview to the Victorian](#)

[child safe standards](http://www.dhs.vic.gov.au/___data/assets/word_doc/0005/955598/Child-safe-standards_overview.doc), has information to help organisations understand the requirements of each of the child safe standards, including examples of measures organisations can put in place, a self-audit tool and a glossary of key terms: <www.dhs.vic.gov.au/___data/assets/word_doc/0005/955598/Child-safe-standards_overview.doc>

Note for registered schools: a forthcoming Ministerial Order under the *Education and Training Reform Act 2006* will contain the minimum actions that schools must take to meet each of the child safe standards. There will be a lead in time before regulation will commence to allow schools time to prepare. The Department of Education and Training and the Victorian Registration and Qualifications Authority will provide information and materials specifically for schools to assist with capacity building and compliance.

Registered schools can contact the Department of Education and Training:
child.safe.schools@edumail.vic.gov.au

Early childhood services operating under the *National Quality Framework* or *Children's Services Act 1996* should contact: licensed.childrens.services@edumail.vic.gov.au

For further information on Gender Identity visit:
<http://www.education.vic.gov.au/school/principals/spag/health/Pages/genderidentity.aspx>

Licensed children's services enquiry line: 1300 307 415

CERTIFICATION

This policy was endorsed by School Council at the meeting held on 21st November 2016.

Signed.....
Principal

Signed.....
School Council President



CHILD SAFE POLICY AND CHILD SAFETY CODE OF CONDUCT AGREEMENT

I have read the attached information and agree to adhere to the Child Safe Policy and Child Safety Code of Conduct:

Family Name:

Parent Name:

Signature:

Date:

Please maintain the Child Safe Policy and Child Safe Code of Conduct for your records. Please only return this page to your child's teacher and the form will be subsequently filed in the office.