Child Safety Code of Conduct

St Gabriel’s Child Safety Code of Conduct sets out the ethical behaviour expected of all who are involved in the St Gabriel’s School Community. It applies to all staff, volunteers (direct and indirect) and external providers.

The school Child Safety Code of Conduct outlines our key values and our expectations of you in our workplace environment. We expect every person within our school to uphold the key values and expectations of this Code of Conduct when acting on behalf of, or representing St Gabriel’s.

Responsibility in this context means that each individual takes responsibility for their actions. High ethical standards flow from the concept of us being “responsible” for our actions. Each individual who is a part of our school is expected to take responsibility for their own actions. This is a key part of our operational process.

There is no right way to do the wrong thing. Behaving in an ethical manner and in accordance with our key values is vital to the St Gabriel’s success. Applying this Code of Conduct ensures our school complies with recent legislation (ministerial Order 870) and maintains a high ethical standard which reinforces one of our key assets, our reputation.

Child Safety Standard Three (clause nine of Ministerial Order 870)-Principles for adult’s behaviour in undertaking child-connected work

- The adult/child relationship should be professional at all times
- The adult’s response to a child’s behaviour or circumstance should be commensurate with the child’s age and vulnerability and the adult’s responsibility for the care, safety and welfare of the child
- An adult should not be alone with a child unless there is line of sight to other adults

Acceptable Behaviours

- All Staff volunteers and external providers are responsible for supporting the safety of children by:
• Adhering to the school’s child protection and safety policy and upholding the school’s statement of commitment to child safety at all times
• Taking reasonable steps to protect children from abuse
• Listening and responding to the views and concerns of children, 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 children (for example, by never questioning an Aboriginal and Torres Strait islander child’s self-identification)
• Promoting the 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
• Ensuring as far as practicable that adults are not alone with a child
• Reporting any allegations of child abuse to the school’s Child Safety Officers
• Understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
• Reporting any child safety concerns to the Principal or Child Safety Officers.
• If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
• Reporting to the Victorian Institute of Teaching any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or certain allegations or concerns about a registered teacher
• Maintain appropriate confidentiality

Unacceptable behaviours

Staff volunteers and external providers must not:
• Ignore or disregard any suspected or disclosed child abuse
• 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)
• Initiate any unnecessary physical contact with children or 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 or threatening language /gestures 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 age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- Have any on-line contact with a child (including by social media, email instant messaging etc.) or their family (unless e.g. by providing with newsletters or assisting students with their work)
- Exchange personal contact details with a child such as phone number, social networking sites or email addresses
- Photograph or video a child without the consent of the parent or guardians
- Work with children whilst under the influence of alcohol or illegal drugs
- Consume alcohol or drugs at school or school events in the presence of children

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