



Then the little children were brought to Jesus for Him to place His hands on them and pray for them; and the disciples rebuked those who brought them. But Jesus said, “Let the little children come to Me, and do not hinder them! For the kingdom of heaven belongs to such as these.”

(Mark 10:13-16)

Holy Name Primary School Code of Conduct Safeguarding Children and Young People [Implemented June 2016]

Holy Name Primary School Vision:

We are ... faith centred

We are ... life-long learners

We are ... a supportive community

We are ... happy

We are ... Holy Name.

Purpose:

This Code of Conduct is specifically focussed on safeguarding children and young people at Holy Name Primary School against: sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes that the school has in place.

All staff, families, volunteers, contractors, visitors and clergy at Holy Name Primary School are expected to actively contribute to a school culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and

justice. They 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, families, volunteers, contractors, visitors and clergy are responsible for supporting the safety of children by:

- adhering to the school's child-safe policy and upholding the school's statement of commitment to child safety at all times
- taking all reasonable steps to protect children from abuse (refer to Reporting Obligations Policy and Procedures)
- treating everyone in the school community with respect by modeling positive and respectful relationships and acting in a manner that sustains a safe, educational and pastoral environment
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child have 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 not questioning an Aboriginal and Torres Strait Islander child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of children with a disability
- ensuring as far as practicable that adults are not alone with a child for example by keeping doors open and staying in view of another adult
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic.)
 - reporting any child safety concerns to the school's leadership
 - reporting any allegations of child abuse to the school's leadership
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe

Unacceptable behaviours

All staff, families, volunteers, contractors, visitors and clergy 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, giving teachers a massage
- initiate 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 language 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 contact with a child or their family outside of the school without the school's leadership (Principal or Deputy Principal) knowledge and/or consent or approval for example, unauthorised after-hours tutoring, private instrumental/other lessons or sport coaching; accidental contact, such as seeing people in the street, is appropriate
- have any online contact with a child (including by social media, email, instant messaging 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 with families
- exchange personal contact details such as phone numbers, social networking sites or email addresses
- photograph or video a child 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 school events in the presence of children

(Adapted from Source: VRQA)

See [Child Safe Standards 3](#)

I, _____, acknowledge that this is the school's Code of Conduct and that I will adhere to the protocols outlined.

Signed: _____ Date: _____

Ratified: July 2016