

Code of Conduct for Staff, Volunteers and School Councillors



All staff, volunteers and council members of Foster Primary School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

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

- adhering to Foster Primary School child safe policy at all times / upholding Foster Primary School's statement of commitment to child safety at all time
- 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 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)
- ensuring as far as practicable that adults are not left alone with a child
- reporting any allegations of child abuse to Foster Primary School's Child Safety Officer, Lorraine Gurnett/ leadership, and ensure any allegation to reported to the police or child protection
- reporting any child safety concerns to Foster Primary School Child Safety Officer Lorraine Gurnett/ leadership
- if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe
- all employees, students, parents/carers, volunteers and visitors will be treated with dignity and respect regardless of their sex, gender identity, socioeconomic status, cultural background, sexual orientation or level of ability.

encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.

Staff and volunteers must not:

- 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)
- 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 because of culture, race, ethnicity, gender identification or disability

- have inappropriate contact with a child or their family outside of our organisation. Accidental contact, such as seeing people in the street, is appropriate.
- have any inappropriate online contact with a child or their family (unless necessary, for example providing families with e-newsletters)
- 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 Foster Primary School Child Safety Officer Lorraine Gurnett / leadership.

If you believe a child to be at risk, please contact Principal Lorraine Gurnett or DHHS. Failure to disclose criminal offence requires adults in Victoria to report to police a reasonable belief that a sexual offence has been committed against a child (unless they have a reasonable excuse for not doing so). More information about failure to disclose is available on the Department of Justice and Regulation website:

<http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence>

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

For further information and training on Child Safety and Mandatory Reporting
 Elearning module from Department of Education and Training for Mandatory Reporting
<http://www.elearn.com.au/det/earlychildhood/>

I agree to adhere to this Code of Conduct:

Name:

Signature:

Date: