



## **SAFEGUARDING CHILDREN AND YOUNG PEOPLE CODE OF CONDUCT**

### **1. Purpose**

This Code of Conduct has a specific focus on safeguarding children and young people at St Francis de Sales against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, clergy, parents and board/school council members at St Francis de Sales 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.

### **2. Acceptable behaviours**

All staff, volunteers, contractors and clergy are responsible for supporting the safety of children by:

1. adhering to the school's child safe policy and upholding the school's commitment to child safety at all times
2. modelling and engaging in respectful and impartial language
3. protecting students from intimidation, embarrassment, humiliation or harm
4. respecting a student's privacy in sensitive matters, such as health or family problems, and only revealing confidential matters when appropriate
5. interacting with students without displaying bias or preference
6. making decisions in students' best interests
7. making mandatory reports where reasonable grounds exist as part of an investigation into unlawful activity if the disclosure is required or mandated by law
8. taking all reasonable steps to protect children from abuse
9. 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
10. their safety or the safety of another child
11. promoting the culture of safety, participation and empowerment of all children
12. promoting the cultural safety, participation and empowerment of children with
13. culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination)
14. promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
15. ensuring as far as practicable that adults are not left alone with a child
16. following the school's mandatory reporting policy
17. reporting any child safety concerns to Principal/Deputy Principal Students Staff and Community or the delegated principal for that day



**ST FRANCIS DE SALES  
CATHOLIC PRIMARY SCHOOL  
OAK PARK**



19. if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe

**3. Unacceptable behaviours**

All staff, volunteers, contractors, clergy and board/school council members must not:

1. have a sexual relationship with a student
2. use sexual innuendo or inappropriate language and/or material with students
3. touch a student without a valid reason
4. hold conversations of a personal nature or have contact with a student via written or electronic means including email, letters, telephone, text messages or chat lines, without a valid context
5. draw students into their personal agendas or personal lives
6. develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
7. exhibit behaviours with children that may be construed as unnecessarily physical (for example inappropriate sitting on laps)
8. put children at risk of abuse (for example, by locking doors or blocking out windows into doors)
9. do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
10. engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
11. express personal views on cultures, race or sexuality in the presence of children
12. discriminate against any child, including because of culture, race, ethnicity or disability
13. have inappropriate contact with a child or their family outside of our organisation
14. spend time alone or remain in a confined or secluded space with a child or young person
15. enter toilet areas without getting another staff member to come with you
16. ignore or disregard any suspected or disclosed child abuse
17. use any personal communication channels/ devices with students or families e.g. personal email account
18. exchange personal contact details such as phone number, social networking sites or personal addresses with students or families
19. photograph or video a child without the consent of the guardians
20. work with children while under the influence of alcohol or illegal drugs

I, \_\_\_\_\_, confirm I have been provided with a copy of the above Code of Conduct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_