

HAMILTON NORTH PRIMARY SCHOOL

CODE OF CONDUCT

Purpose

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

All staff, contractors, volunteers and any other member of the school community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies to all school situations, including school camps and in the use of digital technology and social media.

School Council members at Hamilton North Primary School are expected to actively contribute to a school culture that respects the dignity of its members and follows the school's core values. They are required to observe child safe principles and expectations for appropriate behaviours towards and in the company of children, as noted below.

Acceptable behaviours

All school staff, contractors, volunteers and any other member of the school community and School Council members are responsible for supporting the safety of children by:

- Upholding and 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 students from abuse
- treating everyone in the school community with respect at all times
- 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/or the safety of another child.
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children
- 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 alone with a child
- reporting any allegations of child abuse and/or child safety concerns to the school's leadership
- understanding and complying with all reporting or disclosure obligations (including Mandatory Reporting) as they relate to protecting children from harm or abuse
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe and protected from harm
- 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

Unacceptable behaviours

All school staff, contractors, volunteers and any other member of the school community involved in and School Council members must not:

- ignore or disregard any concerns, suspicions suspected or disclosed child abuse
- develop any 'special' relationships with children that could be seen as favouritism or amount to 'grooming behaviour (for example, the offering of gifts or special treatment of specific children)
- exhibit or initiate behaviours with children that may be construed as unnecessarily physical contact (for example inappropriate sitting on laps)
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- put children at risk of abuse (for example, by locking doors)
- engage in open discussion 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 any online contact with the child (including by social media, email, instant messaging etc) unless necessary eg by providing families with e-newsletters or assisting students with their schoolwork.
- use any personal communication channels/device such as a personal email account to communicate with students.
- exchange personal contact details such as phone number, social networking sites or personal email addresses with students.
- 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

I, _____

confirm I have read and understand the Hamilton North Primary School Code of Conduct.

Signed: _____ Date: _____

Office Use Only			
Previous Review Date	Oct 2016		
Current Review Date	July 2020	Ratified by School Council	
Scheduled Review Date			