





























## Appendix A: Child Safety Code of Conduct

### CODE OF CONDUCT FOR EMPLOYEES, VOLUNTEERS AND CONTRACTORS WORKING WITH CHILDREN AND YOUNG PEOPLE

The Board, School Councils, Leadership Teams, staff, volunteers, unaccompanied visitors and contractors at Wodonga Federation of Government Schools (The Federation) and its member schools are required to abide by this Code.

#### Acceptable behaviours

- Safe policy at all times.
- Take all reasonable steps to protect children from abuse.
- Treat everyone in the school community with respect.
- Listen and respond 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.
- Promote 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 identity).
- Promote the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination).
- Promote the safety, participation and empowerment of children with a disability (for example, during personal care activities).
- Promote the safety, participation and empowerment of all vulnerable children.
- Ensure as far as practicable that adults are not alone with a child.
- Maintain the same high standards of conduct and behaviour online as would be expected in a physical/school environment.
- Do not appoint someone to this role if you are not qualified to do so.
- Understand and comply with all reporting obligations as they relate to mandatory reporting and reporting under the *Crimes Act 1958*.
- Do not appoint someone to this role if you are not qualified to do so.
- If an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe.
- Report 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

- 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).

#### Contact Us

**Email:** Info@wodonga.vic.edu.au

**Website:** www.wodonga.vic.edu.au

**Facebook:** Facebook/WodongaFGS

**Address:** 80 Brockley St, Wodonga, Vic, 3690

**Phone:** 0419213496



- Put children at risk of abuse (perceived or real).
- 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 or sexual innuendo).
- 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 age, gender, race, culture, vulnerability, sexuality, ethnicity or disability.
- 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.

### **The Victorian Teaching Profession Code of Conduct**

Teaching staff within The Federation are also bound by the Victorian Teaching Profession Code of Conduct. The Code of Conduct has been developed for and by the Victorian teaching profession. It identifies a set of principles, which describe the professional conduct, personal conduct and professional competence expected of a teacher by their colleagues and the community.

### **What happens if you breach this Code of Conduct?**

If you breach this Code of Conduct you will face disciplinary action, including and up to termination of employment or cessation of engagement with the school.

By observing these standards you acknowledge that your responsibility to immediately report any breach of this code to your Schools Child Safety Officer (s) or the Principal.

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

I have read and understood the Child Safety Policy and I agree to adhere to this Code of Conduct.

Name: .....

Signature: ..... Date: .....

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