



Code of Conduct

1. Rationale

St Kilda Park Primary School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

2. Implementation

- i. The Principal and school leaders of St Kilda Park Primary School will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of St Kilda Park Primary School will also provide information and support to enable the Code of Conduct to operate effectively.
- ii. Every person involved in child-related work is required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all school situations, environments including school camps, the use of digital technology and social media, and outside of school hours.
- iii. In accordance with Child Safe Standards and Ministerial Order No. 870 all personnel of St Kilda Park Primary School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children.

Acceptable behaviours

Every person involved in St Kilda Park Primary School is responsible for supporting and promoting the safety of children by:

- a. upholding the school's statement of commitment to child safety at all times
- b. treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities.
- c. listening and responding to the views and concerns of students, 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
- d. promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students
- e. promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds
- f. promoting the safety, participation and empowerment of students with a disability
- g. reporting any allegations of child abuse or other child safety concerns to the school's leadership
- h. understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
- i. if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

Unacceptable behaviours

Every person involved in St Kilda Park Primary School must not:



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- a. ignore or disregard any concerns, suspicions or disclosures of child abuse
- b. develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts)
- c. exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic, or service delivery context
- d. ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- e. discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting
- f. treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity.
- g. communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting etc.) except where that communication is reasonable in all the circumstances, related to school work or extra-curricular activities or where there is a safety concern or other urgent matter
- h. photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes
- i. in the school environment or at other school events where students are present, consume alcohol contrary to school council guidelines or take illicit drugs under any circumstances

The St Kilda Park Primary School Student Engagement Policy sets out Rights and Responsibilities for Students, Staff and Parents and should be read in conjunction with the Code of Conduct. St Kilda Park Primary School has a range of policies that pertain to Child Safety and Wellbeing:

| Policy Title |
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| Anaphylaxis |
| Anti Bullying |
| Attendance |
| Code of Conduct |
| Critical Incident (procedure) |
| Equal Opportunity |
| First Aid |
| Mandatory Reporting (procedure) |
| Personal Care |
| Sexual Harrassment |
| Statement of Commitment to Child Safety |
| Student Engagement |
| Students with Disabilities |
| Sunsmart/Heat |
| Visitors |
| Working With Children |

3. Evaluation

To ensure ongoing relevance and continuous improvement, this policy will be reviewed as part of the school's three-year policy evaluation process.

Initially, this policy was reviewed within the first year of its implementation to ensure that it complies with the requirements of Ministerial Order no 870.

*This policy was ratified by School Council in May 2017
All policies are available at <http://www.skipps.vic.edu.au/about/policies.html>*