

CHILD SAFETY CODE OF CONDUCT

Cranbourne East Secondary College is committed to the safety and wellbeing of all children and young people. Our school community recognises the importance of, and has 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.

The Principal and school leaders of Cranbourne East Secondary College 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 Cranbourne East Secondary College will also provide information and support to enable the Code of Conduct to operate effectively.

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 in all school situations, including school camps and in the use of digital technology and social media.

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

- Adhering to the CESC child safe policy at all times/upholding the CESC statement of commitment to child safety at all times
- 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)
- Promoting the safety, participation and empowerment of LGBTI students
- Ensuring as far as practicable that adults are not left alone with a child
- Reporting, in line with CESC mandatory reporting guidelines and policy, any allegations or suspected abuse or child abuse to the CESC Child Safety Officer or Assistant Principal, and ensuring any allegation is reported to the police or child protection
- Reporting any child safety concerns to the CESC Child Safety Officer or Assistant Principal
- Ensuring, if an allegation of child abuse is made, the child(ren) are safe as quickly as possible
- 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:

- Ignore or disregard any concerns, suspicions or disclosures of 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 sitting on laps, hugging etc.)
- Put children at risk of abuse (for example, by locking doors or being alone with students out of view of others)
- Ignore behaviour by other adults towards students when they appear to be overly familiar or inappropriate
- 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 or sexual innuendo in the presence of children
- Express personal views on cultures, race or sexuality in the presence of children
- Discriminate against any child because of disability, culture, race, ethnicity, or LGBTI identification
- Have contact with a child or their family outside of CESC without the child safety officer's knowledge and/or consent (for example, no tutoring outside the school environment). Accidental contact, such as seeing people outside an educational context, is unavoidable and as such not prohibited
- Have any online contact with a child or their family (unless necessary, for example providing families with e-newsletters or updating parents on students' progress for an educational purpose or related to school work)
- Ignore or disregard any suspected or disclosed child abuse
- Photograph or video a child in a school environment except in accordance with school policy or required for duty of care purposes
- In the school environment, or at other school events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.