



Copperfield

COLLEGE

Safeguarding Children and Young People
Code of Conduct
Copperfield College (*Endorsed by College Council 24/10/2016*)

Copperfield College is a school unconditionally committed to providing the very best pathway for every student. Central to this, is our belief that ‘all students can learn’ given the right conditions. Our job is to maintain a safe environment to ensure all students have the opportunity to reach their academic potential.

At **Copperfield College** we hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our school. Our commitment is drawn from our values that are clearly stated and lived: ‘We achieve when we are respectful, responsible and value relationships.’

Purpose

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

All staff, volunteers, contractors and school council members at **Copperfield College** 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 behaviour towards and in the company of children, as noted below.

Acceptable behaviours

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

- 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
- 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.

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- 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.
- promoting the safety, participation and empowerment of children with a disability
- 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 obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe
- 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 staff, volunteers, contractors and school council members must not:

- 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 of specific children)
- exhibit or initiate behaviours with children that may be construed as unnecessary physical contact
- put children at risk of abuse
- engage in open discussion of a mature or adult nature regarding personal and social activities in the presence of children
- 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, religion or disability
- have contact with a child outside or their family outside the school without the school's leadership knowledge or consent of school council such as unauthorised after hours tutoring, private instrumental/other lessons or sport coaching. Incidental contact, such as seeing people in the street, is appropriate
- have any online contact with the child or their family unless specifically school related.
- provide a personal email account, edumail can be used for educational purposes.
- exchange personal contact details for any use other than an educational purpose.
- 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
- fail to follow school wide discipline policy when managing student behaviour

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

Signed: _____

Date: _____

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