

NORTHERN BAY P-12 COLLEGE

CHILD SAFETY CODE OF CONDUCT NBC080A

1. Purpose

- 1.1. At Northern Bay College we hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our community.
- 1.2. Our commitment is drawn from our school philosophy, mission and values and embraces Ministerial Order 870.
- 1.3. All who work or volunteer at Northern Bay College are expected to uphold our Code and will be encouraged to sign a commitment to uphold at all times.

2. Our commitment to the Community

- 2.1. **Our Belief:** We want a college where learning is visible and where students feel safe, respected by staff, believed in by adults, listened to by adults and taught by knowledgeable, capable and enthusiastic staff.
- 2.2. **Our Mission:** To provide all members of the Corio Norlane communities with the highest quality educational programs and social emotional support in the best possible, world class facilities'.

2.3. Our Core Values:

- ✿ **Collaboration:** The responsibility to actively work, plan and learn together in a flexible learning environment and to share our resources and learning with others.
- ✿ **Outcomes:** To provide Corio Norlane communities with the highest quality educational programs in the best possible, world class facilities with a vision to instil community commitment, confidence and high expectations in lifelong learning.
- ✿ **Respect:** The staff and students at Northern Bay College respect the College CORE Values without discrimination abiding by the principles of Freedom, Respect, Equality, Cultural safety and Dignity.
- ✿ **Equity:** Equity is based on the legal and ethical premises of fairness and inclusion. Equity enables access to all learning, programs and facilities.

Northern Bay College Code of Conduct

- ✿ This Code of Conduct has a specific focus on safeguarding children and young people at Northern Bay College against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes such as the Victorian Institute of Teaching Code of Conduct. Exemplary standards of safety for cultural inclusion is expected to ensure students with Aboriginal and Torres Strait Island identification, a disability or from Culturally and Linguistically Diverse backgrounds are safe.
- ✿ All staff, volunteers, contractors, visitors and school council members at Northern Ba College are expected to actively contribute to a school culture that respects the dignity of its members and follows the college's core values. They are required to observe child safe principles and expectations of appropriate behaviour towards and in the company of children, as noted in the College Expectations for Child Safety
- ✿ By observing these standards, you acknowledge your responsibility to immediately report any breach of this code to Northern Bay College Child Safety Officer / leadership.
- ✿ If you believe a child is at immediate risk of abuse phone 000.
- ✿ You are invited to sign this Code of Conduct to tangibly demonstrate your commitment to these behaviours in addition to signing that you have been made aware of expectations.

I, confirm I have received the Northern Bay Code of Conduct and College Behaviour Expectations Notice

Name: Signature:Date:

In addition, I am pleased to sign my commitment to these behaviours (optional)

Signed: _____ Date: _____

NB his document will be kept on file for paid employees and in a register for volunteers and School Councillors

Northern Bay College Behaviour Expectations

All staff, volunteers, contractors, visitors and school council members are responsible for supporting the safety of children by demonstrating these **Acceptable Behaviours**

1. adhering to Northern Bay College child safe policy at all times / upholding Northern Bay College commitment to child safety at all time
2. taking all reasonable steps to protect students from abuse
3. treating everyone in the school community with respect
4. 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.
5. promoting 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 self-identification)
6. 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)
7. promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
8. reporting any allegations of child abuse and/or child safety concerns to the school's leadership or Child Safety Officer
9. understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
10. if an allegation of child abuse is made, ensuring as quickly as possible, that the child(ren) are safe
11. 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
12. promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
13. ensuring as far as practicable that adults are not left alone with a child
14. encouraging children to 'have a voice' and participate in all relevant organisational activities where possible, especially on issues that are important to them.

All staff, volunteers, contractors, visitors and school council members are responsible for supporting the safety of children avoid these **Unacceptable behaviours**

All staff, volunteers, contractors, visitors and school council members must not:

- a. ignore or disregard any suspected or disclosed child abuse
- b. develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment of specific children)
- c. exhibit or initiate behaviours with children that may be construed as unnecessarily physical contact (for example inappropriate sitting on laps, protracted embracing)
- d. put children at risk of abuse (for example, by locking doors)
- e. engage in open discussion of a mature or adult nature in the presence of children (for example, personal, social activities)
- f. use inappropriate language in the presence of children
- g. express personal views on cultures, race or sexuality in the presence of children
- h. discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- i. have contact with a child or their family outside the school without the school's leadership knowledge or consent of school council (for example, unauthorised after hours tutoring, private instrumental/other lessons or sport coaching) accidental contact, such as seeing people in the street, is appropriate
- j. have any online contact with the child (including by social media, email, instant messaging etc) or their family (unless necessary eg by providing families with e-newsletters or assisting students with school work)
- k. use any personal communication channels/device such as a personal email account
- l. exchange personal contact details eg phone number, social networking sites or personal email addresses
- m. photograph or video a child without the consent of the parent or guardians
- n. work with children whilst under the influence of alcohol or illegal drugs
- o. consume alcohol or drugs at school or school events in the presence of children
- p. ignore school wide discipline policy when managing student behaviour