



## CHILD SAFETY: CODE OF CONDUCT

### RATIONALE

Mount Waverley Secondary College is committed to the safety and wellbeing of children and young people. Our college 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 Child Safety: 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, departmental policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel. The College Principal and Student Support and Resources Manager at the college will support implementation and monitoring of the Child Safety: Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. All staff, contractors, volunteers and any other member of the school community involved in child related work are required to comply with the Child Safety: Code of Conduct by observing expectations for appropriate behaviour below. The Child Safety: Code of Conduct applies in all school situations, including school camps and in the use of digital technology and social media. For teaching staff, the Child Safety Code of Conduct should be read in conjunction with the VIT Code of Ethics.

### Acceptable behaviours

**As staff, volunteers, contractors, and any other member of the school community involved in child related work individually, we are responsible for supporting and promoting the safety of children, by:**

- upholding the college's statement of commitment to child safety at all times
- treating students and families in the college community with respect both within the college environment and outside the school environment as part of normal social and community activities
- 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
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students
- promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of students with a disability
- reporting any allegations of child abuse or other child safety concerns to the college Child



Safety Officer.

- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

### **Unacceptable behaviours**

**As staff, volunteers, contractors, and any other member of the college community involved in child related work we must not:**

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour
- 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
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- 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
- treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
- communicate directly with a student through personal or private contact channels (including 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
- photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes
- in the school environment or at other college events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.



## Induction materials for new staff – must read

Please see below the following documents that all new staff must read and familiarise themselves with. Please click on the hyperlinks to access each document. If you would prefer a hard copy of this pack, please contact the team in the office who will happily provide you with one.

- [Mount Waverley Secondary College Child Safety Policy](#)
- [Mount Waverley Secondary College Child Safety Responding and Reporting Obligations Policy and Procedures](#)
- [PROTECT: Four Critical Actions for Schools – Responding to incidents, disclosures and suspicions of child abuse](#)
- [PROTECT: Identify child abuse](#)

## REVIEW CYCLE

This policy was last updated September 2023 and is scheduled for review in September 2025.

**Please acknowledge your understanding of Mount Waverley Secondary College's Child Safe Code Conduct by completing the relevant information below:**

It is a DET requirement for all staff, volunteers, contractors and any other member of the school community involved in child related work to receive a copy of this policy. Please sign below once you have read the policy and return to the General Office for our records.

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	

(Please tick the relevant box below)

- ☐ Mount Waverley Secondary College Staff Member
- ☐ CRT / Name of Agency
- ☐ Casual ES Staff Member
- ☐ Contractor/Business Name
- ☐ Volunteer/WWC Number
- ☐ Homestay Family
- ☐ Other/Name of Organisation