



Safeguarding Children and Young People Code of Conduct

Rights and Principles

This Code of Conduct has a specific focus on safeguarding children and young people at Saint Ignatius College Geelong against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes and an important part of the implementation of the Saint Ignatius College Child Safe Policy and Practices document.

All staff, volunteers, contractors, clergy and board/school council members at SICG are expected to actively contribute to a school culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. 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, clergy and board/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 children 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/the safety of another child
- 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)
- 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)
- ensuring as far as practicable that safety measures are in place when adults are left alone with a child
- reporting any allegations of child abuse to the school's leadership (or child safety officer if the school has appointed someone to this role)
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
- reporting any child safety concerns to the school's leadership (or child safety officer if the school has appointed someone to this role)
- 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, clergy and board/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 for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessary physical contact which children or 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 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 or disability
- have individual (one-on-one) contact with a student outside of school without a valid context. If staff offer tutoring, private music tuition or individual sports coaching to students of Saint Ignatius College after hours, it must be approved by the College leadership. Accidental contact, such as seeing people in the street, is appropriate.
- have any online contact with a child or their family as outlined in the Saint Ignatius College Social Media Policy
- hold conversations of a personal nature or have contact with a student via written or electronic means including email, letters, telephone, text messages or chat lines, without valid context
- photograph or video a child without the consent of the parent or guardians without a valid context
- work with children whilst under the influence of alcohol or illegal drugs

I, _____

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

Signed: _____ Date: _____