

Annexure to Document	5.11A	Version	1	Date	19/10/2016
Policy Title	Child Safety				



CHILD SAFETY CODE OF CONDUCT

All staff, volunteers and Board members of Mountain District Learning Centre are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children (under 18 years) as noted below.

PURPOSE

The purpose of this code of conduct is to

- promote child safety in the MDLC environment;
- set standards about the ways in which individuals engaged at MDLC are expected to behave and conduct themselves when interacting with our students;
- outline the possible consequences should this code of conduct be breached.

SCOPE

All individuals who are working or volunteering at MDLC are required to comply with this code of conduct.

STANDARDS OF CONDUCT

Staff and volunteers at MDLC are responsible for supporting the safety, participation, wellbeing and empowerment of children and are expected to behave with children by:

- respecting their privacy
- protecting them from violence, abuse, bullying, torment, ridicule and neglect
- respecting the language and customs of their family
- avoiding covert or overt sexual behaviours when interacting with them
- maintaining appropriate physical and emotional boundaries when in their presence
- refraining from using or possessing illegal drugs or alcohol when working with them
- being positive role models
- treating everyone with respect when in their presence
- 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 his/her safety or the safety of others
- promoting the emotional, physical, and cultural safety of all children
- immediately reporting any allegations of child abuse to the relevant Coordinator and/or Youth Worker
- reporting any child safety concerns to the relevant Coordinator and/or Youth Worker
- responding promptly if an allegation of child abuse is made and as quickly as possible, ensuring that the child(ren) are safe
- encouraging students to have a voice and participate in all relevant school activities where possible, especially on issues that are important to them
- using online contact with students and their families only for educational or relevant school purposes

MDLC staff and volunteers must not engage in specific inappropriate behaviours with children that include but are not limited to the following:

- 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 or inappropriately physical
- put children at risk of abuse
- do things of a personal nature that children can do for themselves
- engage in open discussions of a mature or adult nature in the presence of children
- use inappropriate language in the presence of children
- express personal views in a discriminatory or demeaning way on cultures, race or sexuality in the presence of children
- discriminate against any child, because of (but not limited to) culture, race, sex, ethnicity or disability
- initiate contact with an MDLC child or his/her family outside of our organisation without the relevant Coordinator's knowledge and/or consent (for example, no babysitting or private tutoring) providing that appropriate contact would be accidental contact, such as seeing people in a public place or the child of a staff member socialising with a peer
- ignore or disregard any suspected or disclosed child abuse.

TEACHERS and TRAINERS

Teachers are specifically required to abide by the principles relating to relationships with students as set out in the *Victorian Teaching Profession Code of Conduct* published by the Victorian Institute of Teaching.

These principles include:

- knowing their students well, respecting their individual differences and catering for their individual abilities
- working to create an environment which promotes mutual respect
- modelling and engaging in respectful and impartial language
- protecting students from intimidation, embarrassment, humiliation and harm
- respecting a student's privacy in sensitive matters
- interacting with students without displaying bias or preference
- not violating or compromising the unique position that a teacher holds of influence and trust in their relationship with students.

YOUTH WORKER

Youth Workers and Student Support Workers should also adhere to the ethical code, guidelines of the Code of Ethical Practice for the Victorian Youth Sector.

BREACH OF THIS CODE

Staff who breach this code of conduct will be liable to disciplinary action in accordance with MDLC's disciplinary policies. Such disciplinary action will be dealt with on a case by case basis and will be at the discretion of the Centre Manager or her delegate.

Contractors and volunteers of MDLC who breach this code of conduct may face termination of their engagement with MDLC. Employees of contractors or sub-contractors may also be refused permission to continue working in the MDLC school environment.

In appropriate cases, a breach may be referred to the Victoria Police and/or a regulatory body, such as the Victorian Institute of Teaching.

IMPLEMENTATION AND REVIEW

The community will be informed about this Code of Conduct. It will be publicly available on the MDLC website.

DECLARATION

I hereby declare my understanding of responsibilities within Child Safety Code of Conduct and agree to follow all requirements here in.

Signature..... Date.....