



Red Hill Consolidated School

Child Safety Code of Conduct



Help for non-English speakers

If you need help to understand this policy, please contact reception at Red Hill Consolidated School.

Purpose

Our Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people in our school.

All Red Hill Consolidated School staff, volunteers, contractors, service providers, school council members and any other adult involved in child-connected work must follow the Child Safety Code of Conduct.

The Child Safety Code of Conduct applies to all physical and online environments used by students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

Acceptable behaviours

As Red Hill Consolidated School, staff, volunteers, contractors, and any other member of our school community involved in child-connected work, we are responsible for supporting and promoting the safety of children by:

- upholding our Red Hill Consolidated School commitment to child safety at all times and adhering to our Child Safety Policy.
- treating students and families in our school community with respect in our school environment and outside our school environment as part of normal social and community activities
- listening and responding to the views and concerns of students, particularly if they disclose that they or another child or student has been abused or are worried about their safety or the safety of another child or student
- promoting the cultural safety, participation and empowerment of Aboriginal students, students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home and lesbian, gay, bisexual, transgender and intersex (LGBTIQ+) students
- ensuring, as far as practicable, that adults are not alone with a student – one-to-one interactions between an adult and a student are to be in an open space or in line of sight of another adult.
- reporting any allegations of child abuse or other child safety concerns to the Leadership team (Principal, Angus Wettenhall, Assistant Principal, Joanne Barnes or Wellbeing Assistant Principal, Sascha Wardlaw.) The child safe champion for RHCS is Sascha Wardlaw.
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our Child Safety Responding and Reporting Policy and procedures [[Red Hill Consolidated School Child Safety Responding and Reporting Obligations Policy and Procedures](#)]
- [PROTECT Four Critical Actions](#).
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

Unacceptable behaviours

As Red Hill Consolidated School, staff, volunteers, contractors and member of our school community involved in child-connected work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, by offering gifts)
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a student
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance
- treat a child or student 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 by social media, email, instant messaging, texting etc) except where that communication is reasonable in all the circumstances, related to schoolwork or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child or student in a school environment except in accordance with the [Photographing, Filming and Recording Students policy](#) or where required for duty of care purposes
- consume alcohol against school policy or take illicit drugs in the school environment or at school events where students are present
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.

In addition, RHCS would like to present the following table from our previous Child Safe Code of Conduct that clearly outlines the professional boundaries of acceptable/unacceptable adult/child relationships and behaviours. All staff members, including volunteers at Red Hill Consolidated School are expected to implement the following guidelines:

Acceptable	Not acceptable
<ol style="list-style-type: none">1. Adhere to the school's Child Safe policy and uphold the school's commitment to zero tolerance of child abuse at all times.2. Maintain professional adult/child relationships whether at school or not.3. Treat everyone in the school community with respect.4. Listen and respond 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.5. Be mindful an adult's response to a child's behaviour or circumstance should be commensurate with the child's age and vulnerability and the adult's responsibility for the care, safety and welfare of the child.6. Ensure that when operating reward systems, such as certificates of achievement, the methods and criteria for selection of children for awards/gifts are fair and transparent and/or part of the agreed behaviour management policy.	<ol style="list-style-type: none">1. Don't discriminate against any child, including because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability.2. Don't express personal views on cultures, race or sexuality in the presence of children.3. Don't ignore or disregard any suspected or disclosed child abuse.4. Don't use any form of degrading treatment such as sarcasm or insensitive comments to punish a child and never use corporal punishment.5. Don't develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children).6. Don't exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps or horse play).7. Don't initiate unnecessary physical contact with children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes.

<ol style="list-style-type: none"> 7. Be aware that consistently conferring special attention and favour upon a child might be construed as part of a grooming process, and as such will give rise to concerns about behaviour. 8. Adhere to the school's behaviour management policy and only use physical intervention in exceptional circumstances and as a last resort; try to defuse situations before they escalate. 9. Promote 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). 10. Promote the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination). 11. Be aware of cultural or religious views about touching and be sensitive to issues of gender. 12. Promote the safety, participation and empowerment of children with a disability (for example, during personal care activities). 13. Ensure as far as practicable that adults are not alone with a child unless there is line of sight to other adults. 14. Report any child safety concerns or allegations of child abuse to the school's leadership team or Child Safety Officer. 15. Understand and comply with all reporting obligations as they relate to mandatory reporting and reporting under the <i>Crimes Act 1958</i>. 16. If an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe. 17. Report 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. 18. Where a child initiates inappropriate physical contact, sensitively deter them and help them understand the importance of personal boundaries. 19. Record all student management interactions or incidents and share them with a member of the leadership team. 20. Ensure that children are not exposed to unsuitable material through Information Communication Technology. 	<ol style="list-style-type: none"> 8. Don't engage in open discussions of a mature or adult nature, such as personal social activities, in the presence of children. 9. Don't use inappropriate language in the presence of children. 10. Don't have contact with a child or their family outside of school for the purpose of after-hours tutoring, private instrumental or sport coaching for instance without the school's leadership team or child safety officer's knowledge. 11. Don't exchange personal contact details such as phone numbers, social networking sites or personal email addresses with students. 12. Don't have any online contact with a child (including by social media, email, instant messaging etc) or their family (unless necessary e.g. by providing families with e-newsletters or assisting students with their school work). 13. Red Hill Consolidated School permits parents/carers, students and invited guests to photograph, film or record school performances, sporting events and other school-approved activities. Outside of this, don't photograph or video a child without the consent of the parent or guardians. 14. Don't publish any images in any form, including on social media, without the prior consent of persons whose children also appear in the images. 15. Don't work with children whilst under the influence of alcohol or illegal drugs. 16. Don't consume alcohol or drugs at school or at school events in the presence of children. 17. Don't shower, bathe or change in the same place as children when on camp or at swimming events. 18. Don't share bedrooms on overnight camps unless it is a dormitory situation and the arrangements have been agreed with the school leadership team, parents and children. 19. Don't offer lifts outside normal working duties unless this has been agreed with parents and brought to the attention of a member of the school leadership team.
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Breaches to the Child Safety Code of Conduct

All Red Hill Consolidated School staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education and Training. Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Red Hill Consolidated School Child Safety Code of Conduct must be reported to the Principal.

If the breach or suspected breach relates to the principal, contact the Department's South Eastern Regional Office, 1300 338 738.

Approval and review

Created date	August 2024
Consultation	Education subcommittee – September 2024
Endorsed by	School Council
Endorsed on	September 2024
Next review date	September 2026