

### PURPOSE

This policy provides a clear set of guidelines for expected behaviour of adults with children and young people at Aurora School Community Kindergarten & Aurora School.

All staff, volunteers, contractors, school council members and any 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 children. It also applies during or outside of school hours and in other locations provided by the school for children's use (for example, a school excursion).

### ACCEPTABLE BEHAVIOURS

As Aurora School Community Kindergarten and Aurora 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 commitment to child safety at all times and adhering to our Child Safety and Wellbeing Policy
- treating children 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 children, particularly if they disclose that they or another child has been abused or are worried about their safety or the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal children, children with culturally and/or linguistically diverse backgrounds, children with a disability, international children, children who are unable to live at home and lesbian, gay, bisexual, transgender and intersex (LGBTIQ+) children
- ensuring, as far as practicable, that adults are not alone with a child – one-to-one interactions between an adult and a child are to be in line of sight of another adult.
- reporting any allegations of child abuse or other child safety concerns to the School Principal
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our child safety responding and reporting policy and procedures [https://www.auroraschool.vic.edu.au/files/ugd/7017ff\\_ec95bcbea2014563be8f77d29db315db.pdf](https://www.auroraschool.vic.edu.au/files/ugd/7017ff_ec95bcbea2014563be8f77d29db315db.pdf) and the [PROTECT Four Critical Actions](#).
- if child abuse is suspected, ensuring as quickly as possible that the child(ren) are safe and protected from harm.

### UNACCEPTABLE BEHAVIOURS

As Aurora School and Community Kindergarten staff, volunteers, contractors and members 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 child that could be seen as favouritism or amount to 'grooming' behaviour (for example, by offering gifts)
- display behaviours or engage with children in ways that are not justified by the educational or

- professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a child
  - treat a child or children unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
  - photograph or video a child or children in a school environment except in accordance with the [Privacy 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 child are present
  - have contact with any child outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.

## BREACHES TO THE CHILD SAFETY CODE OF CONDUCT

All Aurora School and Community Kindergarten 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 Aurora School and Community Kindergarten Child Safety Code of Conduct must be reported to the principal and a member of the Management Team.

If the breach or suspected breach relates to the principal, contact the Assistant Principal or Early Intervention Manager.

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## RELATED POLICIES

- Acceptance and Refusal of Authorisations
- Code of Conduct
- Compliments and Complaints
- Delivery and Collection of Children
- Safety for Children
- Information Communication Technologies
- Incident, Injury, Trauma and Illness
- Inclusion and Equity
- Interactions with Children
- Mental Health and Wellbeing
- Occupational Health and Safety
- Participation of Volunteers and Children
- Privacy and Confidentiality
- Staffing
- Supervision of Children
- Visitors and Volunteers



## EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, Aurora School and Community Kindergarten will

- regularly seek feedback from everyone affected by the policy regarding its effectiveness, particularly in relation to identifying and responding to child safety concerns
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the school's policy review cycle, or as required



## AUTHORISATION

<b>Created date</b>	24 <sup>th</sup> August 2023
<b>Consultation</b>	<b>25 August School Council</b> <b>28/29 August Management Team</b> <b>30<sup>th</sup> August shared with Staff</b>
<b>Endorsed by</b>	Vicki Main
<b>Endorsed on</b>	30 <sup>th</sup> August 2023
<b>Next review date</b>	August 2025

