

CHILD SAFETY CODE OF CONDUCT

The professional conduct of staff, volunteers and others who interact with students is characterised by the quality of the relationship they have with students.

The code of conduct identifies a set of principles which are developed in light of the relevant regulatory bodies and is designed to comply with the *Ministerial Order No 870 – Child Safety Standards – Managing the risk of child abuse in schools*

This policy must be read in conjunction with the Policy for Mandatory Reporting of Physical or Sexual Abuse, Critical Incident Policy, Child Safe Policy, Child Safety Risk Management Policy and Staff Guidelines for Safe and Responsible Use of Web Tools and Electronic Publishing.

Where a staff member is found breaching the Child Safety Code of Conduct, Darul Ulum College may take disciplinary action, including in the case of serious breach, summary dismissal.

PURPOSE:

- to uphold adherence to regulatory requirements, ethical values and religious ethos as recommended by the Child Safe Standards and Islamic values;
- to promote a culture of respect, trust and safety;
- to promote the safety, participation and empowerment of children;
- to provide guidance for staff in their everyday conduct
- to affirm the accountability of the teaching profession; and
- to promote community confidence in the teaching profession and in Darul Ulum College's staff members.

RELATIONSHIP WITH STUDENTS

Staff must:

- adhere to the College's Child Protection and Child Safe policies and uphold the College's statement on commitment to child safety at all times;
- take all responsible and reasonable measures to protect students from all types of abuse;
- display the conduct of a positive role model;

- use positive and supporting language towards students;
- promote the safety, welfare and wellbeing of students;
- respect every child and their ability;
- respect cultural and religious differences;
- promote the cultural safety, participation and empowerment of Aboriginal children;
- promote the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having zero tolerance of discrimination);
- promote the safety, participation and empowerment of children with a disability;
- listen to every child and follow through with their concerns;
- ensure as far as practicable that adults are not alone with a child. If a need arises, ensure to keep the door open or maintain a clear view during individual interactions. This is applicable to all school activities including tutorials, camps, excursions or incursions;
- promote an open, safe and supportive environment for all students to interact and socialise;
- intervene in a timely manner when students display inappropriate behaviour, bully one another or act in a humiliating or vilifying way;
- report any allegations of child abuse to the relevant Head of School or Principal and ensure any allegation is reported to the police or Child Protection where applicable;
- report any child safety concerns to the Wellbeing Coordinator (Child Safety Officer) / relevant Head of School;
- ensure as quickly as possible that all students are safe if any allegation of child abuse is made;
- encourage students to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them;
- listen and respond 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 their safety or the safety of another;
- report any breaches of this Code of Conduct or Child Safe Policy to the Principal or relevant Head of School immediately;
- call police on 000 if you have immediate concerns for a student's safety; and
- respect the privacy of students and their families and only disclose information about a child to the authorised individual.

PROHIBITED ACTIONS WITH STUDENTS:

Staff must NOT:

- use put downs and /or compare children with one another in any way or form;
- take their frustration on a student(s);

- address students' issues or concerns before others in informal situations. Always address the relevant concern(s) / issue(s) through formal school platforms such as the Discipline Committee meetings or the like;
- use prejudice, oppressive behaviour or inappropriate language at any time;
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities);
- use physical means / corporal punishment to discipline a student;
- use any form of physical contact with a student including physical play;
- scream or yell at students;
- throw an object at a student for any reason, including to seek attention;
- publicly discipline or humiliate a student as a consequence of negative behaviour or as an 'example' to other students;
- engage in any form of behaviour that has the potential to cause emotional or psychological harm to a student;
- 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;
- initiate, permit or request inappropriate or unnecessary contact with a student (e.g. tickling a student, flicking their ears, etc.)
- invite/allow/encourage students to attend the staff member's home;
- tutor a student or students outside school hours without the College's directions or knowledge;
- transport a student unaccompanied and without the preapproval of the school and the consent of the student's parents;
- label children or use any form of discrimination or acts of prejudice based on colour, origin, background, ethnicity, gender, appearance, feeling of difference or disability;
- express personal views on cultures, race or sexuality in presence of children;
- ignore or disregard any suspected or disclosed child abuse;
- use any form of obscene gestures or language;
- discuss personal lifestyle details of self, other staff or children unless directly related to the learning topic and with the individual's consent;
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children);
- contact a child outside school hours without the school's leadership's knowledge and without the consent of the child's parent or guardian (for example, unauthorised after hours tutoring, private instrumental/ sports coaching);
- have any form of correspondence of a personal nature via any medium (e.g. phone, text message, letters, emails, internet postings) that is unrelated to the staff member's role;
- exchange personal contact details such as phone number, social networking sites including WhatsApp or personal email addresses;

- ignore or not respond appropriately to students’ medical, first aid or genuine complaints;
- engage in undisclosed private meetings with a student or students, during or after school hours;
- take or publish (including online) photos or recordings of a student without the school’s and parental consent. Where consent is given, such images or recordings can solely be for school purposes and must be transferred from the personal device to a school file within one week and must be deleted from the personal device;
- post any information online about a student that may identify them such as their full name; age; email address; phone number; residence; school; or details of a club or a group they may attend;
- communicate via telephone unless it’s for educational purposes and with the prior consent of the student’s parent; and
- recite on students and/or staff rituals as a means of spiritual treatment/healing.

Date of Review	Next Review
Term 2, 2019	Term 1, 2021
Principal’s Endorsement: 	