



# Child Safe Code of Conduct

## POLICY and PROCEDURES

### Cape Clear Primary School

All staff, volunteers and council members of Cape Clear Primary School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

Our school will abide by the Child Safety Standards:

Standard 1: Embedding a culture of child safety through effective leadership.

Standard 2: Making a commitment to child safety with a policy or statement.

Standard 3: Having a clear code of conduct that establishes appropriate behaviour with children.

Standard 4: Screening, supervision and training for staff, to reduce the risk of child abuse.

Standard 5: Clear processes for responding to and reporting suspected child abuse.

Standard 6: Identifying child abuse risks and ways to reduce them.

Standard 7: Promoting the participation and empowerment of children.

**All personnel of Cape Clear Primary School are responsible for supporting the safety, participation, wellbeing and empowerment of children by:**

- Adhering to Cape Clear Primary School's Child Safe Policy and upholding Pleasant Street Primary School's Statement of Commitment to Child Safety at all times
- Taking all reasonable steps to protect children from abuse
- Treating everyone 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 and/or are worried about their safety or the safety of another
- Promoting the cultural safety, participation and empowerment of Aboriginal children (for example, by never questioning an Aboriginal 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 adults are not left alone with a child
- Reporting any allegations of child abuse to Pleasant Street Primary School's Child Safety Officer/Leadership, and ensuring any allegations are reported to the police or child protection
- Reporting any child safety concerns to Child Safety Officers/Leadership
- Ensuring as quickly as possible that child(ren) are safe if an allegation of child abuse is made
- Encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.

**Staff and volunteers will not:**

- 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. Sitting on laps could be appropriate sometimes, for example while reading a storybook to a small child in an open plan area)
- Put children at risk of abuse (for example, by locking doors)
- 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 culture, race, ethnicity or disability
- Ignore or disregard any suspected or disclosed child abuse

**Staff and volunteers must be conscious of their child safe responsibilities with respect to:**

- Contact with a child or their family outside of the school and relevant professional responsibilities
- Online contact with a child or their family

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to Pleasant Street Primary School's Child Safety Officers / Leadership  
**If you believe a child is at immediate risk of abuse phone 000.**

I, \_\_\_\_\_, confirm I have been provided with a copy of the above Child Safety Code of Conduct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

<https://www.education.vic.gov.au/school/teachers/health/childprotection/Pages/cssthree.aspx>

Cape Clear Primary School Policy: Ratified \_\_\_\_\_ Reviewed 2021

