

Child Safety Adult Code of Conduct

All members of the Luther College community have a responsibility to ensure children and young people are safe in all school environments and school related activities.

Our Code of Conduct

Our Child Safety Adult Code of Conduct outlines behaviours that are acceptable and those that are unacceptable. It provides a high-level statement of professional boundaries, ethical behaviour and acceptable and unacceptable relationships. It should be read in conjunction with the college's *Staff and Student Professional Boundaries Guidelines*.

The Child Safety Adult Code of Conduct applies to all physical and online environments used by students. It also applies during and outside of school hours and in all other locations provided by the school for student activities.

Acceptable Behaviours:

Support and promote the safety and wellbeing of children by:

- Upholding our commitment to child safety and wellbeing at all times and adhering to our Child Safety and Wellbeing Policy.
- Behave as a positive role model to students.
- Promote the safety, welfare and wellbeing of students.
- Be vigilant and proactive with regard to child safety and wellbeing issues.
- Provide age appropriate supervision for students.
- Complying with guidelines published by the college with respect to child safety and wellbeing.
- Treating students and families in our school community with respect in our school environment and outside our school environment.
- Promote the cultural safety, participation and empowerment of Aboriginal students, students with culturally and linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home and 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.
- Use positive and affirming language towards students.
- Encourage students to 'have a say' and then listen to them with respect.
- Respect cultural, religious and political differences.
- Help provide an open, safe and supportive environment for all students to interact, and socialise.
- Intervene when students are engaging in inappropriate bullying behaviour towards others or acting in a humiliating or vilifying way.
- Report any breaches of this Child Safety Adult Code of Conduct.
- Report concerns about child safety to one of the Child Safety Officers or the Principal and ensure that your legal obligations to report allegations externally are met.
- Where an allegation of child abuse is made, ensure as quickly as possible that the student involved is safe.

- Call the Police on 000 if you have immediate concerns for a student's safety or wellbeing.
- Respect the privacy of students and their families and only disclose information to people who have a need to know.

Unacceptable Behaviours:

- Ignore or disregard any concerns, suspicions or disclosures of child abuse or harm.
- Develop 'special' relationships with students that could be seen as favouritism or amount to 'grooming' behaviour (for example, the offering of gifts or special treatment for specific students).
- Engage in any form of inappropriate behaviour towards students or expose students to such behaviour.
- Use prejudice, oppressive behaviour or inappropriate language with students.
- Express personal views on cultures, race or sexuality in the presence of students.
- Discriminate against or treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity.
- Engage in open discussions of an adult nature in the presence of students.
- Engage in any form of sexual conduct with a student including making sexually suggestive comments and sharing sexually suggestive material.
- Engage in inappropriate or unnecessary physical contact or behaviours including doing things of a personal nature that a student can do for themselves, such as toileting or changing clothes.
- Engage in any form of physical violence towards a student including inappropriately rough physical play.
- Use physical means or corporal punishment to discipline or control a student.
- Engage in any form of behaviour that has the potential to cause a student serious emotional or psychological harm.
- Be alone or engage in undisclosed private meetings with a student that is not your own child as far as practicable, unless specifically approved as part of a College program/curriculum, pending a risk assessment with measures put in place to ensure child safety.
- Engage in inappropriate personal communications with student through personal or private contact channels including by social media, email, instant messaging, texting, or phone.
- Take or publish (including online) photos, movies or recordings of a student without parental consent.
- Post online any information about a student that may identify them such as their: full name; age; e-mail address; telephone number; residence; school; or details of a club or group they may attend.

Breaches to the Child Safety Adult Code of Conduct

All staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Adult 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.

All breaches and suspected breaches of the Child Safety Adult Code of Conduct must be reported to the Principal. If the breach or suspected breach relates to the Principal, contact the Senior Child Safety Officer.

Where a staff member breaches the Code, Luther College may take disciplinary action, including in the case of serious breaches, summary dismissal. This includes all staff members, including non-teaching staff and temporary or casual staff, volunteers, third party contractors and service providers (including external providers), members of the College Council and student teachers.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Reportable Conduct Scheme and may be subject to referral to Victoria Police and other relevant authorities.

The College Council has endorsed this Child Safety Adult Code of Conduct and will review it annually.

DOCUMENT CONTROL

Policy Category	Governing	Review Frequency	1 year, as required
Document Owner	Principal	First Approved	June 2016
Responsible Executive	Principal	Last Amended	September 2023
Approval Authority	College Council	Next Review Date	September 2024
Document Availability		Policy Socialisation	
<input checked="" type="checkbox"/> ELT Policy Drive <input checked="" type="checkbox"/> Diligent Policy Library <input checked="" type="checkbox"/> Staff Policy Library – Omnia <input checked="" type="checkbox"/> Student and Parent Policy Library – Omnia <input checked="" type="checkbox"/> Website		<input checked="" type="checkbox"/> Staff Meeting <input checked="" type="checkbox"/> Staff Briefing <input checked="" type="checkbox"/> Student Assembly <input checked="" type="checkbox"/> Principal’s Page	