



<b>POLICY</b>	<b>CHILD SAFETY CODE OF CONDUCT</b>
<b>CONSULTATION</b>	Consulted with School Council and Staff
<b>ENDORSED BY</b>	School Council
<b>ENDORSED ON</b>	October 2022
<b>NEXT REVIEW DATE</b>	October 2024

## PURPOSE

Blackburn English Language School (ELS) is committed to the safety and wellbeing of all its students. The school recognises the importance of, and a responsibility for, ensuring the environment is a safe, supportive and enriching one that respects and fosters the dignity and self-esteem of students, and enables them to thrive in their learning and development.

Our Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people in our school. All Blackburn ELS 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. It aims to protect students and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

This Code of Conduct applies to all physical and online environments used by students and 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 staff, volunteers, contractors, involved in child-related work individually, we are responsible for supporting and promoting the safety of children/young people by:

- upholding Blackburn ELS's commitment to child safety at all times and adhering to our Child Safety and Wellbeing Policy.
- treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities.
- listening and responding to the views and concerns of students, particularly if they are saying that they or another student has been abused or that they are worried about their safety/the safety of another student.
- promoting the cultural safety, participation and empowerment of any 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, queer, intersex and asexual (LGBTQIA+) 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 principal or nominee.
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) in line with our child safety responding and reporting policy and procedures and the [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 staff, volunteers, contractors, and any other 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, 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 sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting.
- treat a 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.
- 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 the school and outside of school hours without the knowledge and/or consent of the principal, except when needed to deliver the school curriculum or professional guidance and parental permission has been sought. Accidental contact, such as seeing people in the street, is appropriate.
- photograph or video a child/young person in a school environment except in accordance with the Photography, Filming and Recording Students policy or where required for duty of care purposes.

### **Breaches to the Child Safety Code of Conduct**

All Blackburn ELS 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.

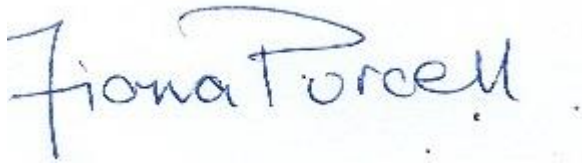
In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education and Training [Reportable Conduct Scheme Policy](#) and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Blackburn ELS Child Safety Code of Conduct must be reported to the Child Safety and Wellbeing Team (comprised of the Principal, Assistant Principals, Student Wellbeing Coordinator and Mental Health Practitioner).

If the breach or suspect breach relates to the principal, contact the Regional Director and Senior Education Improvement Leader.

## ENDORSEMENT

This **Child Safety Code of Conduct** endorsed by the School Council of Blackburn ELS on Friday 7 October 2022.

A handwritten signature in blue ink that reads "Fiona Purcell". The signature is written in a cursive style with a large, looping 'F' and 'P'.

---

Fiona Purcell  
School Council President

This Policy will be reviewed in October 2024.