1. INTRODUCTION & PURPOSE
This Child Protection Code of Conduct outlines the school’s values, commitments and expectations in relation to child protection matters, and reflects its commitments to:

Provide An open, welcoming and safe environment for everyone participating in the School’s education programs, pastoral services and related programs.

Provide High quality education, pastoral services and related programs for students and their families that are safe and welcoming for them and set in a Christian context.

Seek Input and guidance from students, parents, employees and others who make up the School Community, so these standards are maintained.

Require All School Community Members to demonstrate a commitment to the highest standards of ethics, professional behaviour and Christian standards in dealings with children and young people.

Require All School Community Members to share a common responsibility to maintain the School’s reputation for integrity in relation to child protection matters.

2. SCOPE
This Child Protection Code of Conduct applies to all School Community Members. In this Code of Conduct:

(a) Student or Students refers to:
(i) A Child or Children which is defined in this Code as being a person under the age of 16 years
(ii) A Young Person or Persons which is defined in this Code as a person between the ages of 16 and 18 and
(iii) Any other Student of the School over the age of 18 years.

(b) School Community Members refers to:
(i) All paid employees whether employed on a permanent, temporary or casual basis, and
(ii) All persons who have been engaged to work within the School or who have face to face contact with Students of the School in any place and on any basis, including persons holding a church ministry license or church-appointed position, consultants, students on tertiary practicum placements, or volunteers working with students in any capacity, and
(iii) Students enrolled at the School.

3. MISSION & VALUES IN RELATION TO STUDENTS
“To be a caring Christian Community that supports families by providing a quality Christ-centred education which develops the whole person for life and eternity.”

The School seeks to create a caring environment where Christian values inspire and affirm the highest standard of ethical conduct in relation to the care, support and welfare of students entrusted to it.

4. CODE OF CONDUCT
All School Community Members, and all students, parents and visitors connected with the School, must keep to the Child Protection Code of conduct.

5. EXPECTATIONS OF SCHOOL COMMUNITY MEMBERS
All School Community Members:
Will Treat everyone with respect and honesty.
Will Behave as a positive role model to students in all interactions with them.
Will Follow School policy and procedures for the safety of students as outlined in the School’s Child Protection Policy and related materials.

Will When conducting any one-to-one activity with a Student:
• Ensure that another adult is present or within sight at all times during one-to-one activity;
• Ensure that this adult is actively engaged and aware of the action of the School Community Member at all times during the one-to-one activity; and
• If the active engagement and awareness of another adult is not possible or practicable, ensure that prior approval for the one-to-one activity has been obtained from the School Community Member’s immediate supervisor.
Will Record and act on a complaint of abuse, ill-treatment or neglect of a Student.

Will Behave in a caring, compassionate manner following the example left for us by Jesus Christ, as a person who takes an interest in the well-being of students and who sets appropriate boundaries in their interaction with Students.

Will Respect the duty to take reasonable care for the safety and welfare of Students.

Will Complete and maintain current a Working With Children Check with the Office of the Children’s Guardian.

Will Inform the School if they are charged or convicted of an offence relevant to working in child-related employment, or if they have had any reportable allegation made against them.

Will Report to the School any allegations or convictions of Reportable Conduct involving any School Community Member.

Will Report to the School any information or concerns about inappropriate behaviour by any School Community Member that involves a Student.

Will Fulfil their legal obligation to report risk of significant harm, or to report possible criminal activity, in accordance with local procedures.

Will Maintain the confidentiality of all parties concerned.

Will Not Develop any “special” or selective relationships with a Student that could be seen as favouritism such as the offering of gifts or special treatment.

Will Not In the absence of the prior approval from the School Community Member’s immediate supervisor, or without the active participation of another adult, engage in one-to-one contact with a Student such as:
  • Doing things of a personal nature that Students can do for themselves, such as going to the toilet or changing clothes
  • Accompanying a Student alone in a vehicle
  • Visiting a student’s home in circumstances where the Student is alone
  • Tutoring a Student, and/or
  • Disciplining or counselling a Student.

Will Not Engage in grooming behaviour of a Student or their close family or friends.

Will Not Engage in inappropriate physical contact/force with a Student including physical / corporal punishment of a Student.

Will Not Act in ways which may cause a Student to reasonably fear that unjustified force will be used against them, even if this is not their intention.

Will Not Behave in a manner which may cause psychological harm to the Student.

Will Not Correct or discipline a Student in excess of what is reasonable or appropriate for the situation.

Will Not Engage in crossing professional boundaries through behaviour that can reasonably be construed as involving an inappropriate and/or overly personal intimate relationship with, conduct towards, or focus on a Student or a group of Students.

6. FURTHER INFORMATION

Further reference should be made to the School’s Child Protection Policy.

Further information about this Code can be sought from the School Child Protection Contact.
**ACKNOWLEDGEMENT BY SCHOOL COMMUNITY MEMBER**

I [insert full name] 

being employed or engaged by the school in the following role [insert position] 

hereby acknowledge:

- that I have received the above Child Protection Code of Conduct and the School’s Child Protection Policy.
- that I have read the Child Protection Code of Conduct and Child Protection Policy and am obliged to comply with the Code and Policy, including any amendments made by the school from time to time.
- that I am aware that a current copy of the Child Protection Code of Conduct and Child Protection Policy is posted on the School’s website.

__________________________  ________________
Signature                Date

**NB:** This signed and completed form must be returned within 7 days of commencement of employment or engagement with the school to the Principal’s Secretary. Failure to do so will not affect the applicability of this Child Protection Code of Conduct or any of its provisions to you.